AGB-5070

SAN FRANCISCO PUBLIC LIBRARY
3 1223 06426 9054

IV Prevention Planning Council (HPPC)
al Meeting to Discuss Unrestricted Funding

January 10, 2001
11:00 – 1:00 pm

Room 330B
25 Van Ness Avenue
San Francisco

Agenda

DOCUMENTS DEPT.
JAN - 8 2001
SAN FRANCISCO
PUBLIC LIBRARY

nnouncements - All

Source – Steven Tierney

teven Tierney

g Priorities - All

ns – Steven Tierney

5/S

rancisco Public Library

nment Information Center
rancisco Public Library
arlton Street, 5th Floor
rancisco, CA 94102

ERENCE BOOK

e taken from the Library

ll meetings are open to the public and
d accessible facilities. Meeting dates and times are
t to change, please verify by calling
Betty Chan Lew at 554-9492.

Know your rights under the Sunshine Ordinance: Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils, and other agencies of the city and county exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review.
FOR MORE INFORMATION ON YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE OR TO REPORT A VIOLATION OF THE ORDINANCE, CONTACTT HE SUNSHINE ORDINANCE TASK FORCE.

D
REF
353.63
Sa52m
2001

HIV Prevention Planning Council (HPPC)
Special Meeting to Discuss Unrestricted Funding

January 10, 2001
11:00 – 1:00 pm

Room 330B
25 Van Ness Avenue
San Francisco

Agenda

DOCUMENTS DEPT.
JAN - 8 2001
SAN FRANCISCO
PUBLIC LIBRARY

1. Introductions and Announcements - All
2. Overview of Funding Source – Steven Tierney
3. Public Comment – Steven Tierney
4. Discussion of Funding Priorities - All
5. Summary of Decisions – Steven Tierney
6. Adjournment

NOTE: All meetings are open to the public and are held in handicapped accessible facilities. Meeting dates and times are subject to change, please verify by calling Betty Chan Lew at 554-9492.

Know your rights under the Sunshine Ordinance: Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils, and other agencies of the city and county exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review.
FOR MORE INFORMATION ON YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE OR TO REPORT A VIOLATION OF THE ORDINANCE, CONTACTT HE SUNSHINE ORDINANCE TASK FORCE.

HIV Prevention Planning Council Meeting
Thursday, January 11
Mayor's Conference Room (201) at City Hall
Van Ness at Grove, San Francisco

Agenda

Meeting called by Co-Chairs: Michael Discepola, Maria Rinaldi, and Steven Tierney

3:00 pm	**Food, Welcome, Introductions, Announcements**	**Steven Tierney**
3:15 pm	**Review and Approval of Minutes of December 14** *VOTE*	**Steven Tierney**
3:20 pm	**General Public Comment**	**Steven Tierney**
3:30 pm	**Member Response to Public Comment**	**Steven Tierney**
3:35 pm	**Process Evaluation Report: Results from Interviews with Members** The Community Health Studies Group (Process Evaluation Team) will present the results of mid-year interviews with HPPC members. *This agenda item relates to role #2 of community planning groups in the CDC Guidance, "Identify the technical assistance needs of the community planning group to enable it to execute an effective community planning process."*	**Kathleen Roe**
3:45 pm	**Diversity Session I** The Membership Committee worked with the trainers to develop an introductory session to discussing diversity among Council members. *This agenda item relates to role #2 of community planning groups in the CDC Guidance, "Identify the technical assistance needs of the community planning group to enable it to execute an effective community planning process."*	**Trainers**
4:45 pm	**BREAK**	
5:00 pm	**New Business: Member Input to the Parking Lot** HPPC members can suggest topics for the HPPC to discuss on future agendas. Members vote to add items to the Parking Lot. *POSSIBLE VOTE* *This agenda item relates to role #6 of community planning groups in the CDC Guidance, "Identify the technical assistance needs of the community planning group and community-based providers in the areas of planning, implementation, and evaluating prevention interventions."*	

DOCUMENTS DEPT.

JAN - 8 2001

SAN FRANCISCO
PUBLIC LIBRARY

5:15 pm **HPPC Co-Chairs/Steering Committee Report**

The Community Co-Chairs and the HIV Prevention Director will provide written reports of their activities, those of the Steering Committee, and those of the HIV Prevention Section. ***POSSIBLE VOTE***

This agenda item relates to role #6 of community planning groups in the CDC Guidance, "Identify the technical assistance needs of the community planning group and community-based providers in the areas of planning, implementation, and evaluating prevention interventions."

5:25 pm **Scope of Work 2001** ***POSSIBLE VOTE*** **HPPC Co-Chairs/All Council Members**

The Council will discuss the goals and objectives that the Council has set for itself for 2001. Members will set times for population groups to meet.

This agenda item relates to role #8, "Focus primarily on the tasks of planning," and role # 11, "Attend to the HPPC process and business issues necessary to ensure an efficient and effective Council (Added by San Francisco HPPC)."

5:40 pm **Community Co Chair Election** ***VOTE***

Martha Ugarte-Ortiz is the candidate for the Community Co-Chair seat for the term of February 2001 through December 2002. Martha will present her statement of interest in the position and the Council will vote.

This agenda item relates to role #1 of community planning groups in the CDC Guidance, "Elect a community co-chair to work with the co-chair designated by the health department."

5:50 pm **Closure and Evaluation**

6:00 pm **Adjournment**

Note: All meetings are open to the public and are held in handicapped accessible facilities. Allotted time periods for agenda items are approximate and may require adjustments.

UPCOMING MEETINGS: HPPC Meeting - Thursday, **February 8, 2001**, 3-6pm, Room 201, Mayor's Conference Room

Know your rights under the Sunshine Ordinance: Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils, and other agencies of the city and county exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review.

3 1223 06426 9054

Urgent!!!

Change of Place!

The January 11th HPPC Council meeting will be held at

25 Van Ness

Room 330A on the third floor

Questions or concerns?
Call Betty 554-9492

NOTE: All meetings are open to the public and are held in handicapped accessible facilities.

DOCUMENTS DEPT.

JAN 10 2001

SAN FRANCISCO PUBLIC LIBRARY

HIV PREVENTION PLANNING COUNCIL
Action Minutes
January 11, 2001

The next HPPC meeting will be held on Thursday, February 8, 2001
from 3:00 – 6:00 p.m.
Mayor's Conference Room, City Hall

Members Present:
Sister Marymae Himm
Ed Gallagher

Steven Tierney
Michael Discepola
Al Cunningham
Lyn Fischer
Maria Rinaldi
Michael Meehan
Rheena Yangson
John Blake West
J. Colin Partridge
Martha Ugarte-Ortiz
Robert Gomez
Gwen Smith
Erick Brown
Jo Ellen Fisher
Steve Gibson
John Newmeyer
Deborah Oliver-Wilson
Tae-Wol Stanley

Members Absent:
Janetta Johnson (on leave)
Rev. Yvette Flunder

Father River Sims
Gail Sanabria
Carla Clynes
Teresa Betancourt
Edd Lee
Mazdak Mazarei
Jorge Ortiz

Guests:
Beth Freedman (CAPS)
Hank Wilson (TARC)
D. K. Haas (AHP)

Process Evaluation Team:
Kevin Roe
Kathleen Roe

Harder + Co.:
Dara Coan

DPH/HPS Office Staff
Gigi Gregory
Tracey Packer
Lisa Reyes
Betty Chan-Lew

DOCUMENTS DEPT.
MAR 2 8 2001
SAN FRANCISCO
PUBLIC LIBRARY

Called to order at 3:00 p.m.

Food, Welcome, Introductions, Announcements

- Steven Tierney announced that the City is expecting rotating black-outs today.
- Maria Rinaldi is happy that this is her last meeting with HPPC after four years being on the Council.
- John West announced that he is working with the Human Sexuality Program at San Francisco State University. The Summer Institute on Sexuality, Society and Health will be offering a class at San Francisco State University from June 18 through July 15. John West and Steven Tierney have flyers.
- Steve Gibson announced that Timothy Leifield, Executive Director from The Stop AIDS Project is leaving and there will be an Appreciation Reception on January 26 from 6-9 PM at the Julia Morgan Ballroom, Merchant Exchange Building, 465 California Street, 15th Floor, San Francisco. There is a suggested donation of $50, but all are welcome.

Digitized by the Internet Archive
in 2012 with funding from
California State Library Califa/LSTA Grant

http://archive.org/details/minutes200507sanf

- John Newmeyer brought "MidCity Numbers" a monthly bulletin titled "Evaporation" written by him.
- Dara Coan asked the Plan Revision Committee members to meet for five minutes during the break.
- Kevin Roe asked members who are not receiving process evaluation results to please let him know.

Steven Tierney welcomed La Mirldred Mackabee-Anderson, HPPC's newest member. She has been a member of the Membership Committee and the People of Color Working Group for quite some time.

Beth Freedman from CAPS announced The First Annual CAPS Conference on Renewing HIV Prevention. The conference will be held on Friday, April 20 from 8 AM to 6 PM at the Radisson Miyako Hotel, 1625 Post Street, San Francisco.

DOCUMENTS DEPT.
MAR 2 8 2001
SAN FRANCISCO
PUBLIC LIBRARY

Review and Approval of Minutes of December 14
The minutes were approved by consensus.

General Public Comment
None

Member Response to Public Comment
N/A

Process Evaluation Report: Results from Interviews with Members
Kathleen Roe presented the results of the interviews with members. Copies of her presentation will be available at a later time. A full report of the results will be mailed to interested members.

Diversity Session I
Robert Gomez introduced D. K. Haas, who will be the trainer for the diversity sessions. Today she is meeting with the Council to understand the interests of the Council in diversity training. Robert encouraged members to give comments to D. K. Haas or the Membership Committee. He hopes the HPPC can set one or two days aside this year for diversity training.

D. K. Haas talked about her philosophy in diversity training. She will be working with her co-trainer Tim Vincent. Operating principles handed out by D. K. Haas are attached.

New Business: Member Input to the Parking Lot
Sister Marymae Himm moved to add five items onto the 2001 Parking Lot. The motion was seconded and carried by consensus. The parking lot now includes the following:

DOCUMENTS DEPT.

MAR 2 8 2001

SAN FRANCISCO
PUBLIC LIBRARY

- Final report on Speed Study
- Presentation requested from the Rave Club Drug Task Force
- Presentation to HPPC on transgender population
- Discussion on HIV counseling/testing protocols and programs
- Presentation by Zero Tolerance-(Activists Against Lies and Violence)

Ed Gallagher suggested appointing one person to be the spokesperson for HPPC, DPH, and UCSF. This topic will be discussed at the January 25th Steering Committee meeting. Michael Discepola stated that this has been accomplished via the rapid response plan now ratified by the Council in the Policy and Procedures, but doesn't include UCSF.

HPPC Co-Chairs/Steering Committee Report
Steven Tierney referred to the written Director/Co-Chairs' report (attached). Steven described the Dupont funding. A special meeting was held yesterday to discuss this one-time funding. A report will be available from this meeting.

The 2001 Consensus Meeting is scheduled for January 19. This meeting is by invitation only. The Council will be represented by HPPC Co-Chairs and the People of Color Working Group Co-Chairs.

Scope of Work 2001
A motion was made by John West and seconded by Al Cunningham to accept the scope of work for 2001. The Council agreed by consensus.

Community Co-Chair Election
Martha Ugarte-Ortiz expressed her interest in the Community Co-Chair position and explained what she could offer to the Council. Martha was elected by unanimous vote.

Steven thanked Maria Rinaldi and noted how much Maria contributed for the last four years and as a Community Co-Chair for several months. All members had an opportunity to give their appreciation for Maria's work.

Meeting adjourned at 5:35 PM.

Minutes prepared by Betty Chan Lew, HIV Prevention Section
Minutes reviewed by Tracey Packer, Michael Discepola, and Steven Tierney

The next HPPC meeting will be held on Thursday, February 8, 2001, 3:00 to 6:00 p.m.

DOCUMENTS DEPT.

FEB - 1 2001

SAN FRANCISCO
PUBLIC LIBRARY

HIV Prevention Planning Council Meeting
Thursday, February 8, 2001
Mayor's Conference Room (201) at City Hall
Van Ness at Grove, San Francisco

Agenda

Meeting called by Co-Chairs: Michael Discepola, Steven Tierney, and Martha Ugarte-Ortiz

3:00 pm	**Food, Welcome, Introductions, Announcements**	**Michael Discepola**
3:15 pm	**Review and Approval of Minutes of January 11, 2001** *VOTE*	**Michael Discepola**
3:20 pm	**General Public Comment**	**Michael Discepola**
3:30 pm	**Member Response to Public Comment**	**Michael Discepola**
3:35 pm	**New Business: Member Input to the Parking Lot** HPPC members can suggest topics for the HPPC to discuss on future agendas. Members vote to add items to the Parking Lot. *POSSIBLE VOTE* *This agenda item relates to role #6 of community planning groups in the CDC Guidance, "Identify the technical assistance needs of the community planning group and community-based providers in the areas of planning, implementation, and evaluating prevention interventions."*	**Michael Discepola**
3:45 pm	**HPPC Co-Chairs/Steering Committee Report** The Community Co-Chairs and the HIV Prevention Director will provide written reports of their activities, those of the Steering Committee, and those of the HIV Prevention Section. *POSSIBLE VOTE* *This agenda item relates to role #6 of community planning groups in the CDC Guidance, "Identify the technical assistance needs of the community planning group and community-based providers in the areas of planning, implementation, and evaluating prevention interventions."*	**Michael Discepola**
4:00 pm	**Meet in Population Working Groups-**Members who have indicated interest in participating in Population Working Groups (other than the People of Color Working Group, which has already been established) will meet in small groups to set their first meeting time. *This agenda item relates to role #4."Identify unmet HIV prevention needs within defined populations."*	**Michael Discepola/ All**
4:10 pm	**Consensus Meeting Results** The results from the Consensus Meeting held January 19, 2001 will be presented to the HPPC. The HPPC will discuss the results and develop a prevention response. *This agenda item relates to role #3. "Carefully review available epidemiologic, evaluation, behavioral and social science, cost and cost-effectiveness, needs assessment, and resource inventory data and other information required to identify and prioritize HIV prevention needs." And #8, "Focus primarily on the tasks of planning."*	**Steven Tierney**
4:20 pm	**Discussion of Consensus Meeting Results in Small Groups**	**All**

4:30 pm	**BREAK**	
4:45 pm	**Develop a Prevention Response to the Consensus Meeting Results -** Discussion in Small Groups *This agenda item relates to role #3. "Carefully review available epidemiologic, evaluation, behavioral and social science, cost and cost-effectiveness, needs assessment, and resource inventory data and other information required to identify and prioritize HIV prevention needs." And #5. "Prioritize HIV prevention needs by target populations and by priority strategies and interventions."*	**All**
4:50 pm	**Report Back from Small Groups**	**All**
5:20 pm	**Counseling and Testing Programs and Protocols** *This agenda item relates to role #6. Identify the technical assistance needs of the community planning group and community-based providers in the areas of planning, implementation, and evaluating, prevention interventions.*	**Marise Rodriguez**
5:55 pm	**Closure and Evaluation**	**Michael Discepola**
6:00 pm	**Adjournment**	**Michael Discepola**

Note: All meetings are open to the public and are held in handicapped accessible facilities. Allotted time periods for agenda items are approximate and may require adjustments.

UPCOMING MEETINGS: HPPC Meeting - Thursday, **March 8, 2001**, 3-6pm, TBD

Know your rights under the Sunshine Ordinance: Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils, and other agencies of the city and county exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the sunshine ordinance or to report a violation of the ordinance, contact the Sunshine Ordinance Task Force. Rachel Amstine O'Hara, Clerk, City Hall, Room 362, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102, Phone: 554-6172, Fax: 554-6177, E-Mail: Rachel_AmstineO'Hara@ci.sf.ca.us.

In order to assist with the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City accommodate these individuals.

F
12
3
8/01

HIV PREVENTION PLANNING COUNCIL

Action Minutes

February 8, 2001

The next HPPC meeting will be held on Thursday, March 8, 2001
from 3:00 – 6:00 p.m.
Ark of Refuge, 1025 Howard Street (between 6 and 7 Streets)

Members Present:
Father River Sims
Gail Sanabria
Ed Gallagher
Steven Tierney
Michael Discepola
Al Cunningham
Sister Marymae Himm
Lyn Fischer
Teresa Betancourt
John Newmeyer
Rheena Yangson
John Blake West
Tae-Wol Stanley
Mazdak Mazarei
Deborah Oliver-Wilson
Gwen Smith
Rev. Yvette Flunder

Members Absent:
Martha Ugarte-Ortiz
Steve Gibson
Carla Clynes
J. Colin Partridge
Edd Lee
Jorge Ortiz
La Mirldred Mackabee-Anderson
Robert Gomez
Erick Brown
Jo Ellen Fisher
Janetta Johnson (on leave)
Michael Meehan (on leave)

DPH/HPS Office Staff
Gigi Gregory
Tracey Packer
Lisa Reyes
Betty Chan Lew
Marise Rodriguez

Guests:
Hank Wilson (TARC)
Beth Freedman (CAPS)
Byron Mason (CAPS)
Sonja Mackenzie (CAPS)
Kevin Graziano (Wedge)
Leerma Patterson-Lemons
(AIDS-HIV Policy Program)
Trena Patton (IRIS Center)

Harder + Co.:
Dara Coan

Process Evaluation Team:
Kevin Roe
Kathleen Roe

DOCUMENTS DEPT.

MAR 2 8 2001

SAN FRANCISCO
PUBLIC LIBRARY

Called to order at 3:20 p.m.

Food, Welcome, Introductions, Announcements:
Steven Tierney chaired the meeting.

Announcements:
Ed Gallagher will be attending the California Region IV Special Populations Action Team Conference in San Diego on February 22.

Sister Marymae Himm announced the first meeting to plan the AIDS Candlelight Vigil is Tuesday, February 13 at 8:30 PM @ 19th & Castro. He asked members to reserve April 27 for the Diversity training with D.K. Haas. A one hour introduction is planned as part of the April 12th HPPC meeting.

Teresa Betancourt and Al Cunningham will co-chair the Community Liaison Committee. Teresa Betancourt also announced the date for this year's annual health fair at Mission Neighborhood Health Center is Saturday, April 28.

DOCUMENTS DEPT.

MAR 2 8 2001

SAN FRANCISCO
PUBLIC LIBRARY

Lyn Fischer announced an opening for a Health Worker III position at City Clinic. The deadline for applications is Friday, February 23, 2001. Lyn also requested feedback from members about the STD Program publishing names of venues in their monthly STD report (the survey is attached). Please return it to Lyn.

Gigi Gregory distributed the schedule for SFDPH Health Ed. Training Center Events (enclosed).

Beth Freedman from CAPS announced the First Annual CAPS Conference on Renewing HIV Prevention. The conference will be held on Friday, April 20 from 8 AM to 6 PM at the Radisson Miyako Hotel, 1625 Post Street, San Francisco.

Kevin Roe reported the completion of three more member interviews. A final report of the process evaluation interview results will be mailed out to members soon.

2. Review and Approval of Minutes of January 11 Minutes:
The minutes were approved by consensus.

3. General Public Comment:
Sonja Mackenzie and Byron Mason shared a letter they wrote to the Bay Area Reporter (BAR) regarding their disappointment with BAR representation of HIV (letter enclosed.)

Hank Wilson brought an abstract on Poppers-KS (enclosed.)

4. Member Response to Public Comment:
Members responded to the comments made during public comment.

5. New Business: Member Input to the Parking Lot:
All HPPC members were given a binder with pertinent HPPC documents and are for members to add any other documentation. Steven Tierney asked members to bring this binder to all HPPC meetings.

Al Cunningham proposed having a presentation by AIDS Office staff Sandy Schwarz and Willi McFarland on surveillance statistics broken down into ethnic and other groupings. It was seconded by John West and approved for the parking lot.

Mazdak Mazarei proposed that the Council prepare a letter to the media about accurate reporting on AIDS/HIV issues. It was seconded by Sister Marymae Himm. The Council agreed to add this to the Steering Committee agenda.

Yvette Flunder stated there is a lack of research involving people of color. She proposed sending a strong message to the UCSF researchers on this issue.

DOCUMENTS DEPT.
MAR 2 8 2001
SAN FRANCISCO
PUBLIC LIBRARY

6. HPPC Co-Chairs/Steering Committee Report:
The March 8 HPPC meeting will be at the Ark of Refuge, 1025 Howard Street (between 6th and 7th Streets).

John West, Chair of the Plan Revision Committee and Al Cunningham, Co-Chair of the Community Liaison Committee are resigning from their at-large seats on the Steering Committee in order to chair committees. The Council is currently recruiting two at-large members to sit on the Steering Committee. If you are interested, please write a paragraph about why you want to be on the Steering Committee and submit it to Betty Chan Lew by Friday, February 23 at 5:00 PM. The vote will take place at the March 8th HPPC meeting.

Steven reported on his trip to CDC. A final version of the CDC strategic plan is available on the web. It is virtually unchanged due to the public comment they solicited. Steven noted that CDC is now using the term "avert new infections" as the goal of prevention. He also asked members to sign-up to demonstrate interest in providing consultation to CDC. A sign-up sheet was circulated.

7. Meet in Population Working Groups:
There are four additional working groups that members may be interested in. They are Women, Youth, Gay/Bisexual Men, and Transgendered Persons. Steven Tierney asked members to join the group that interests them and set their first meeting date. The meeting dates for these groups will be e-mailed to all HPPC members.

Steven Tierney suggested that these groups were excellent opportunities for the members to voice opinions, seek information and guide the HPPC in matters related to the populations. He stated that members should feel creative and not burdened by the thought of "another meeting." These working groups can communicate by E-mail, meet quarterly or semiannually or working groups could work on projects and just have brief 'check-ins" during HPPC meeting refreshment breaks. This is a chance to do important things differently.

8. Consensus Meeting Results:
Steven Tierney described the methodology of the Consensus Meeting. Scientists come together with their data and develop estimated numbers on seroprevalence and HIV incidence based on research. The first Consensus Meeting for this year was held on January 19, 2001. A preliminary report was issued, which allows for a two-week public comment period at HIV_consensus@dph.sf.ca.us. The full report can be found at www.hivinsite.ucsf.edu. The follow up to this meeting is February 15, 2001 which will address non-MSM injection drug users and non-MSM, non-IDUs. Mike Shriver, from the Mayor's HIV/AIDS Policy Program reviewed the data. He described confidence intervals which were derived by including the lowest estimate for incidence and the highest from current studies. Mike said this consensus meeting was historic because it is the first time they used the HPPC's BRP model. Dr. Susan Buchbinder's data will be placed on the web site and broken down by race/ethnicity and age.

9. Discussion of Consensus Meeting Results in Small Groups:
The members of the HPPC met in small groups to discuss their reactions to the data, to identify requests for data from the February 15, 2001 participants, and to begin putting together a prevention response to the report.

A motion was made and approved to draft a statement to the media regarding new consensus data. The chair tabled that to the Steering Committee agenda.

10. Develop a Prevention Response to the Consensus Meeting Results - Discuss in Small Groups and Report Back from Small Groups:
HPPC members met in small groups and then reported their results to the Council at-large. The next step will be to integrate these ideas into a formal prevention response to the Consensus Meeting results (results enclosed).

11. Counseling and Testing Programs and Protocols:
Marise Rodriguez, CTR-PCRS Coordinator from the HIV Prevention Section along with Brian Louie, Senior Microbiologist from the San Francisco Public Health Laboratory gave a presentation on counseling and testing in San Francisco. The total funding from CDC, State, and General Fund for CTR-PCRS is $3,632,363.

Training Requirements for CTR are-

- Basic I within 90 of start date
- Basic II within 6 months of completion of Basic I
- CET Annually

DOCUMENTS DEPT.
MAR 2 8 2001
SAN FRANCISCO
PUBLIC LIBRARY

Basic I - Risk Assessment & Disclosure (4.5 day workshop)

* Q&A about HIV Disease
* Window Period
* Prevention Counseling Overview
* Helping People Talk About Their Risk Behaviors
* How People Change Behavior
* Active Listing
* RA Session: Psychological Issues & Structure and Content
* RA: Role Plays & Link between HIV & STDs
* Multicultural Sensitivity: Understanding and Expanding Cultural Norms
* Working with Challenging Clients
* Helping Clients talk to their Partners
* Talking to Clients About Domestic Violence and PCRS
* Working with Substance Users
* Prenatal HIV
* Disclosure Session: Psychosocial Issues & Structure and Content
* Negative Disclosure - Role Plays
* Legal and Ethical Issues for Counselors

HIV PREVENTION PLANNING COUNCIL

Action Minutes

February 8, 2001

Basic II - Counselor Advanced Training (2 day workshop)

* DHS Client Centered Counseling Policy
* Understanding Client-Centered Counseling
* Limited role of the Counselor
* Tools of Client Centered Counseling
* Understanding the Model of Behavior Change
* Role Plays

DOCUMENTS DEPT.

MAR 2 8 2001

SAN FRANCISCO
PUBLIC LIBRARY

CET - Continuing Education and Training

* Hep C
* Psychological Challenges of HIV Treatment Advances
* Strategies for Young People
* Counselor Debriefing
* Prevention Case Management
* Substance Use
* Diversity
* Women & HIV

In response to questions, Brian Louie explained laboratory tests for HIV. Brian also explained that false positives occur rarely and only on the initial test. The confirmatory test rules out a false positive.

For Orasure - reliability is the same but the variability of sampling can change when the method for collecting specimen is not complete. HIV antibody shows in oral fluid a few weeks longer (6 weeks vs 3-4 weeks in blood) than in blood. If Orasure test doesn't collect enough fluid, it is considered an invalid specimen.

Meeting adjourned at 6:00 PM.

Minutes prepared by Gigi Gregory and Betty Chan Lew, HIV Prevention Section.
Minutes reviewed by Michael Discepola, Steven Tierney, and Tracey Packer.

The next HPPC meeting will be held on Thursday, March 8, 2001, 3:00 to 6:00 p.m. at the Ark of Refuge, 1025 Howard Street (between 6 and 7 Streets).

NOTE CHANGE IN LOCATION

HIV Prevention Planning Council Meeting
Thursday, March 8, 2001
Ark of Refuge
1025 Howard Street (between 6 and 7 Streets)
San Francisco, CA

DOCUMENTS DEPT.
MAR - 5 2001
SAN FRANCISCO
PUBLIC LIBRARY

Agenda

Meeting called by Co-Chairs: Michael Discepola, Steven Tierney, and Martha Ugarte-Ortiz

3:00 pm	**Food, Welcome, Introductions, Announcements**	**Martha Ugarte-Ortiz**
3:15 pm	**Review and Approval of Minutes of February 8, 2001** ***VOTE***	**Martha Ugarte-Ortiz**
3:20 pm	**General Public Comment**	**Martha Ugarte-Ortiz**
3:30 pm	**Member Response to Public Comment**	**Martha Ugarte-Ortiz**
3:35 pm	**New Business: Member Input to the Parking Lot** HPPC members can suggest topics for the HPPC to discuss on future agendas. Members vote to add items to the Parking Lot. ***POSSIBLE VOTE*** *This agenda item relates to role #6 of community planning groups in the CDC Guidance, "Identify the technical assistance needs of the community planning group and community-based providers in the areas of planning, implementation, and evaluating prevention interventions."*	**Martha Ugarte-Ortiz**
3:45 pm	**HPPC Co-Chairs/Steering Committee Report** The Community Co-Chairs and the HIV Prevention Director will provide written reports of their activities, those of the Steering Committee, those of the HIV Prevention Section, and share the scope of work developed by the People of Color Working Group. ***POSSIBLE VOTE*** *This agenda item relates to role #6 of community planning groups in the CDC Guidance, "Identify the technical assistance needs of the community planning group and community-based providers in the areas of planning, implementation, and evaluating prevention interventions."*	**Martha Ugarte-Ortiz**
4:00 pm	**Election of At-Large Members to the Steering Committee –** ***VOTE*** *This agenda item relates to role #11, "Attend to the HPPC process and business issues necessary to ensure an efficient and effective Council." (Added by San Francisco HPPC).*	**Martha Ugarte-Ortiz**
4:10 pm	**Presentation of the Strategies and Interventions Chapter for Approval –** ***VOTE*** *This agenda item relates to role #5, "Prioritize HIV prevention needs by target populations and by priority strategies and interventions."*	**Yvette Flunder and John West, Plan Revision Committee**

4:30 pm	**BREAK**	
4:45 pm	**Priority Setting Committee Guidelines for Resource Allocation –** *VOTE* *This agenda item most closely relates to CDC role #5, "Prioritize HIV prevention needs by target populations and by priority strategies and interventions."*	**Teresa Betancourt/ Tae-Wol Stanley** **Priority Setting Committee**
5:05 pm	**Update on Consensus Meeting Results and Prevention Response** Preliminary results from the Consensus Meeting held February 15, 2001 will be presented to the HPPC. An outline of the Prevention Response being developed by the HPPC will be presented. *This agenda item relates to role #3,. "Carefully review available epidemiologic, evaluation, behavioral and social science, cost and cost-effectiveness, needs assessment, and resource inventory data and other information required to identify and prioritize HIV prevention needs." And #8, "Focus primarily on the tasks of planning."*	**Steven Tierney**
5:20 pm	**Break into Small Groups to Work on Prevention Response to HIV Incidence and Prevalence Data** Small groups of the HPPC will meet to answer the following question, "Given what we now know, what are the goals and objectives for HIV Prevention for the next three years?" *This agenda item relates to role #3, "Carefully review available epidemiologic, evaluation, behavioral and social science, cost and cost-effectiveness, needs assessment, and resource inventory data and other information required to identify and prioritize HIV prevention needs." And #8, "Focus primarily on the tasks of planning."*	**All**
5:40 pm	**Reconvene in Large Group for Report Backs – Possible Vote**	**Martha Ugarte-Ortiz**
5:55 pm	**Closure and Evaluation**	**Martha Ugarte-Ortiz**
6:00 pm	**Adjournment**	**Martha Ugarte-Ortiz**

Note: All meetings are open to the public and are held in handicapped accessible facilities. Allotted time periods for agenda items are approximate and may require adjustments.

UPCOMING MEETINGS: HPPC Meeting - Thursday, **April 12, 2001**, 3-6pm, TBD

Know your rights under the Sunshine Ordinance: Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils, and other agencies of the city and county exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the sunshine ordinance or to report a violation of the ordinance, contact the Sunshine Ordinance Task Force. Rachel Amstine O'Hara, Clerk, City Hall, Room 362, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102, Phone: 554-6172, Fax: 554-6177, E-Mail: Rachel_AmstineO'Hara@ci.sf.ca.us.

In order to assist with the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City accommodate these individuals.

DRAFT HIV PREVENTION PLANNING COUNCIL DRAFT

Action Minutes

March 8, 2001

The next HPPC meeting will be held on Thursday, April 12, 2001
from 3:00 - 6:00 p.m.
Mayor's Conference Room, City Hall

Members Present:
Father River Sims
Gail Sanabria
Ed Gallagher
Steven Tierney
Michael Discepola
Al Cunningham
Sister Marymae Himm
Lyn Fischer
Teresa Betancourt
John Newmeyer
Rheena Yangson
John Blake West
Tae-Wol Stanley
Mazdak Mazarei
Deborah Oliver-Wilson
Gwen Smith
Rev. Yvette Flunder
Janetta Johnson
Martha Ugarte-Ortiz
Steve Gibson
Carla Clynes
J. Colin Partridge
Edd Lee
La Mirldred Mackabee-Anderson
Erick Brown
Robert Gomez
Steven Tierney

Members Absent:
Michael Meehan (on leave)
Jorge Ortiz
Jo Ellen Fisher

Guests:
Beth Freedman (CAPS)

Harder + Co.:
Dara Coan

Process Evaluation Team:
Kevin Roe

DPH/HPS Office Staff
Gigi Gregory
Tracey Packer
Lisa Reyes
Betty Chan Lew
Teri Dowling
Delia Garcia
Erik Dubon

DOCUMENTS DEPT.

APR 17 2001

SAN FRANCISCO
PUBLIC LIBRARY

Called to order at 3:05 p.m.

1. Food, Welcome, Introductions, Announcements:
Martha Ugarte-Ortiz chaired the meeting.

Dara announced that Harder and Co. and HPPC are recruiting male to female transgendered people and Latino MSM to participate in focus groups. A $25 cash incentive will be given to participants. For more information or to sign up to participate in the focus groups, please call Dara Coan or Willow Schrager at (415) 522-5400.

Robert announced the upcoming Diversity Training. It is a closed training/retreat and will be held on Friday, April 27th from 8:30-4:00 PM at Fort Mason. Members are encouraged to wear comfortable clothes.

River announced that the Witness for Homeless Program is having a memorial service this Sunday at City Hall for homeless folks who have passed away.

Yvette announced the release of the "One Voice" Gospel Artists Respond to AIDS CD. The CDs are now available for purchase from the Ark of Refuge.

Deborah announced the passing of Skip Menifee. Skip was a veteran outreach worker who provided HIV Prevention services to the Bayview Hunter's Point community. For info about memorial services, please call Deborah at ICHO.

Delia Garcia introduced Teri Dowling, new Program Manager for the CTRPCRS program in the HIV Prevention Section.

2. Review and Approval of Minutes of February 8 Minutes:
The minutes were approved by consensus.

3. General Public Comment:
None

4. Member Response to Public Comment:
N/A

5. New Business: Member Input to the Parking Lot:
Sister proposed an update on the current status of names and unique identifier reporting for the local and State levels. Approved by consensus and added to parking lot.

Lyn proposed two items to add to the parking lot and they were - an updated STD presentation and presentation on Oasis Project. Both items were approved and added to parking lot.

6. HPPC Co-Chairs/Steering Committee Report:
Steven gave an update on the Dupont funds. He mentioned that the priorities for these funds are:

- Emergency funds for CBOs
- Prevention for Positives
- Syphilis elimination in the Castro
- Chlamydia elimination in the Bayview

Unique Identifier: Steven gave a brief talk on this subject. He stated that although the Federal government is moving towards names reporting, California is resistant. The unique identifier may be the way that California goes. For more info, Steven suggested calling Marise Rodriguez at the AIDS Office.

7. Steering Committee At Large Positions:
Sister nominated Carla Clynes and Carla accepted. River volunteered to fill the other vacant position. Both were elected by consensus. Thank you Carla and River!

8. Presentation of the Strategies and Interventions Chapter:
Reverend Yvette Flunder and John West presented on behalf of the committee. They both expressed much appreciation to the consultant and the committee for their hard work on this chapter.
Motion: The Plan Revision Committee moves that the Council approve the Strategies and Interventions chapter for inclusion in the 2001 HIV Prevention Plan. The motion was seconded by Sister. The chapter was approved with no objections.

9. Priority Setting Committee Guidelines for Resource Allocation:
Tae-Wol and Teresa presented on behalf of the Priority Setting Committee.

Motion: The Priority Setting Committee recommended adoption of the resource allocation guidelines and considerations.

Sister presented the following addendum to be added to the guideline (as #9):
"That resource allocation include information about all sources of HIV prevention funding allocated for San Francisco and for all populations." The motion was seconded by John West, and approved with three abstentions (roll call vote form attached.)

Motion to accept the Resource allocation guidelines with the addendum was approved by consensus.

10. Update on Consensus Meeting Results & Prevention Response:
Steven explained that the Consensus meeting is held because we do not have HIV reporting. The first meeting was held on January 19. At that meeting incidence and prevalence estimates were developed for MSM, MSM-IDU, and transgender populations. The second meeting was held on February 15. That meeting covered other populations, and Steven summarized the data. The entire report can be found on the Website: http://hivinsite.ucsf.edu. The report is currently in a public comment period.

11. Small Groups Work:
The council broke into 5 small groups to brainstorm on the following question:
"Given what we now know, what are the goals and objectives for HIV prevention for the next three years?" Notes from small groups are attached to these minutes.

Each small group reported the results of their discussions to the large group. These will be used to develop goals and objectives for the HIV Prevention Plan and the 2002 Cooperation Agreement.

Meeting adjourned at 5:40 PM.
Minutes prepared by Lisa Reyes and Betty Chan Lew, HIV Prevention Section.
Minutes reviewed by Tracey Packer, Martha Ugarte-Ortiz, and Steven Tierney.

The next HPPC meeting will be held on Thursday, April 12, 2001, 3:00 to 6:00 p.m. at the Mayor's Conference Room at City Hall.

DOCUMENTS DEPT

MAR 3 0 2001

SAN FRANCISCO
PUBLIC LIBRARY

HIV Prevention Planning Council Meeting

April 12, 2001

Mayor's Conference Room (201) at City Hall
Van Ness at Grove, San Francisco

Agenda

Meeting called by Co-Chairs: Michael Discepola, Steven Tierney, and Martha Ugarte-Ortiz

3:00 pm	**Food, Welcome, Introductions, Announcements**	**Steven Tierney**
3:10 pm	**Review and Approval of Minutes of March 8, 2001** *VOTE*	**Steven Tierney**
3:15 pm	**General Public Comment**	**Steven Tierney**
3:25 pm	**Member Response to Public Comment**	**Steven Tierney**
3:30 pm	**Presentation and Approval of Chapters for the HIV Prevention Plan** *VOTE* ▪ Epidemiology Chapter ▪ Surveillance and Research Chapter ▪ Community Planning Chapter ▪ Evaluation of Community Planning Process (to be added to Strategic Evaluation chapter) *This agenda item relates to role 3, "Carefully review available epidemiologic, evaluation, behavioral and social science, cost and cost-effectiveness, needs assessment, and resource inventory data and other information required to identify and prioritize HIV prevention needs, and role # 8, "The important, overall goal of HIV prevention community planning is to have in place a comprehensive HIV prevention plan that is current, evidence based, adaptable as new information become available, tailored to the specific needs of each jurisdiction, and widely distributed in an effort to provide a roadmap for prevention that can be used by all prevention providers in the jurisdiction."*	**Plan Revision Committee**
4:00 pm	**Introduction to Diversity Training** Trainers D.K. Haas and Tim Vincent will meet with the HPPC to discuss the plans for the Diversity Training on Friday, April 27th at Fort Mason. They will review the results of the survey members took a few months ago and lead an interactive activity that will give an idea what parts of the all-day training will be like. *This agenda item relates to role 3, "2. Determine the technical assistance needs of the community planning group to enable it to execute an effective community planning process.*	**D.K. Haas and Tim Vincent, Trainers**
5:00 pm	**BREAK**	
5:15 pm	**Report from the Process Evaluation Team** *This agenda item relates to role 3, "2. Determine the technical assistance needs of the community planning group to enable it to execute an effective community planning process.*	**Kathleen and Kevin Roe, Community Health Studies Group**

5:40 pm	**New Business: Member Input to the Parking Lot** HPPC members can suggest topics for the HPPC to discuss on future agendas. Members vote to add items to the Parking Lot. ***POSSIBLE VOTE*** *This agenda item relates to role #6 of community planning groups in the CDC Guidance, "Identify the technical assistance needs of the community planning group and community-based providers in the areas of planning, implementation, and evaluating prevention interventions."*	**Steven Tierney**
5:45 pm	**HPPC Co-Chairs/Steering Committee Report** The Community Co-Chairs and the HIV Prevention Director will provide written reports of their activities, those of the Steering Committee and those of the HIV Prevention Section. ***POSSIBLE VOTE*** *This agenda item relates to role #6 of community planning groups in the CDC Guidance, "Identify the technical assistance needs of the community planning group and community-based providers in the areas of planning, implementation, and evaluating prevention interventions."*	**Steven Tierney**
6:00 pm	**Adjournment**	**Steven Tierney**

Note: All meetings are open to the public and are held in handicapped accessible facilities. Allotted time periods for agenda items are approximate and may require adjustments.

NEXT HPPC MEETING: Thursday, **May 3***, 3-6pm, TBD

***Note change to first Thursday in May.**

Know your rights under the Sunshine Ordinance: Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils, and other agencies of the city and county exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the sunshine ordinance or to report a violation of the ordinance, contact the Sunshine Ordinance Task Force. Rachel Arnstine O'Hara, Clerk, City Hall, Room 362, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102, Phone: 554-6172, Fax: 554-6177, E-Mail: Rachel_ArnstineO'Hara@ci.sf.ca.us.

In order to assist with the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City accommodate these individuals.

HIV PREVENTION PLANNING COUNCIL

Action Minutes

April 12, 2001

The next HPPC meeting will be held on Thursday, May 3, 2001
from 3:00 - 6:00 p.m.
The Ark of Refuge, 1025 Howard Street (between 6 & 7 Streets)

Members Present:
Father River Sims
Rev. Yvette Flunder
Ed Gallagher
Gwen Smith
Steven Tierney
Jorge Ortiz
Al Cunningham
Michael Meehan
Lyn Fischer
Teresa Betancourt
John Newmeyer
Rheena Yangson
Erick Brown
Robert Gomez
Mazdak Mazarei
Deborah Oliver-Wilson
Janetta Johnson
Martha Ugarte-Ortiz
Steve Gibson
La Mirldred Mackabee-Anderson

Members Absent:
Tae-Wol Stanley
J. Colin Partridge (on leave)
Jo Ellen Fisher
Carla Clynes
Edd Lee (on leave)
Michael Discepola
Gail Sanabria

Guests:
Ellen Goldstein
Buzz Bense
Sister Maymae Himm
Maree Kay Parisi

Harder + Co.:
Dara Coan
Michael DeMayo

Process Evaluation Team:
Kevin Roe
Kathleen Roe

DPH/HPS Staff
Gigi Gregory
Tracey Packer
Betty Chan Lew
Charles Klein

DOCUMENTS DEPT.
MAY - 7 2001
SAN FRANCISCO
PUBLIC LIBRARY

Meeting called to order at 3:05 p.m.

1. Food, Welcome, Introductions, Announcements:
Steven Tierney chaired the meeting.

The Council honored John Blake West with a very moving sharing of memories and anecdotes about him. Buzz Bense asked the Council to help him spread the word about a John Blake West Scholarship Fund. The scholarship would be awarded to gay and lesbian public health students.

Lyn Fischer distributed January and February monthly STD reports.
Update: The corrections have been made on the February report which is enclosed.

Lyn brought an announcement and application for the GET TESTED! Chlamydia Screening Campaign for Winter 2001. GET TESTED! is designed to support innovative demonstration projects for Chlamydia screening of high-risk adolescents in non-traditional settings. The announcement is enclosed.

Lyn also brought copies of a letter from Dr. Jeff Klausner, Director of the STD Prevention and Control Services, about the increase in MSM syphilis cases in San Francisco. He is trying to establish a dialogue about how to work collaboratively to prevent and control syphilis and other sexually transmitted diseases in the City. The letter is enclosed.

Robert Gomez passed around a sign-up sheet for the Friday, April 27 Diversity Training. It will be held from 8:30 AM to 4:00 PM at Fort Mason in the Firehouse. All Council members and community members of committees are urged to attend. A map and directions to Fort Mason are attached.

Rheena Yangson announced the "Monochromatic Women" art show sponsored by the Filipino Task Force on AIDS. A reception will be held on Monday, April 23, 6:00-8:30 PM, at SOMArts Cultural Center, 934 Brannan (between 8th and 9th Streets.) The admission is $10 (includes beverages, hors d'oeuvres, and one raffle ticket to win a signed original print.) To RSVP or for more information please contact Monica at the Filipino Task Force on AIDS Office at 920-2630.

Teresa Betancourt announced the annual health fair at Mission Neighborhood Health Center. It will be on Saturday, April 28.

Mazdak Mazarei announced that the annual event "Hand in Hand" which is a benefit for HIFY will be on Thursday, April 19, 6-9 PM, at the Hang Art Gallery, 556 Sutter Street, San Francisco.
Update: Teresa Betancourt received an award at the event.

2. Review and Approval of the Minutes of the March 8 Meeting:
The minutes were approved by consensus.

3. General Public Comment:
None

4. Member Response to Public Comment:
None

5. Presentation and Approval of Chapters for the HIV Prevention Plan:
Motion #1: The Plan Revision Committee moved that the Council approve the Epidemiology chapter for inclusion in the 2001 HIV Prevention Plan for San Francisco. The motion was seconded by Father River Sims. The chapter was approved with no objections.

Motion #2: The Plan Revision Committee moved that the Council approve the Community Planning Process chapter and the Community Planning Evaluation Plan for inclusion in the 2001 HIV Prevention Plan for San Francisco. The motion was seconded by Al Cunningham. The chapter was approved by consensus.

Motion #3: The Plan Revision Committee moved that the Council approve the Surveillance and Research chapter for inclusion in the 2001 HIV Prevention Plan for San Francisco. The motion was seconded by Father River Sims. The chapter was approved by consensus.

6. Introduction to Diversity Training:
Trainers D.K. Haas and Tim Vincent introduced themselves to the Council members. They presented the results of the survey filled out by members a few months ago (enclosed). They also discussed plans for Friday, April 27. Members did an enjoyable interactive exercise. DK and Tim noted that the training will assist the HPPC to build a solid planning team.

7. Report from the Process Evaluation Team:
Kathleen Roe and Kevin Roe presented the results of interviews with HPPC members. The interviews were conducted between November 2000 through February 2001. Kevin Roe also presented results of committee evaluations conducted this year. Copies of the presentations outline and slides are enclosed.

8. New Business: Member Input to the Parking Lot:
Al Cunningham proposed that the Council help set up the John Blake West Scholarship fund to the Parking Lot. Approved by consensus and added to the parking lot.

Ed Gallagher suggested a presentation on media representation of people with AIDS in pharmaceutical advertising. He suggested working with the BAR to stop allowing this advertising. This item will be forwarded to Community Liaison Committee.

Mazdak Mazarei commented that the media also has a responsibility regarding reporting on statistics. The Community Liaison Committee is trying to tackle this issue.

9. HPPC Co-Chairs/Steering Committee Report:
Steven Tierney handed out the HIV Prevention Section organizational chart (enclosed) of the HIV Prevention Section. The charts should help Council members to understand staff's work and be aware of recent staff changes.

Public Comment:
John Day of the Berkeley Free Clinic expressed his concerns about data collection forms and a potential risk to confidentiality. Steven suggested that a staff person from HIV Prevention Section would come and talk to the Council members.

At the end of the meeting LaMirldred Mackabee-Anderson commented that she thought the Council's problems with Robert's Rules are not due to a lack of knowledge as to how to use them but that the use of Robert's Rules causes an uncomfortable environment.

Meeting adjourned at 6:00 PM.
Minutes prepared by Betty Chan Lew and Gigi Gregory, HIV Prevention Section.
Minutes reviewed by Tracey Packer, Martha Ugarte-Ortiz, and Steven Tierney.

The next HPPC meeting will be held on Thursday, May 3, 2001, 3:00 to 6:00 p.m. at the Ark of Refuge, 1025 Howard Street (between 6 & 7 Streets).

HIV Prevention Planning Council Meeting
Thursday, May 3, 2001
Ark of Refuge
1025 Howard Street (between 6 and 7 Streets)
San Francisco

DOCUMENTS DEPT.
APR 26 2001
SAN FRANCISCO
PUBLIC LIBRARY

Agenda

Meeting called by Co-Chairs: Michael Discepola, Steven Tierney, and Martha Ugarte-Ortiz

3:00 pm	**Food, Welcome, Introductions, Announcements**	Michael Discepola
3:15 pm	**Review and Approval of Minutes of April 12, 2001** *VOTE*	Michael Discepola
3:20 pm	**General Public Comment**	Michael Discepola
3:30 pm	**Member Response to Public Comment**	Michael Discepola
3:35 pm	**New Business: Member Input to the Parking Lot** HPPC members can suggest topics for the HPPC to discuss on future agendas. Members vote to add items to the Parking Lot. *POSSIBLE VOTE* *This agenda item relates to role #6 of community planning groups in the CDC Guidance, "Identify the technical assistance needs of the community planning group and community-based providers in the areas of planning, implementation, and evaluating prevention interventions."*	
3:45 pm	**HPPC Co-Chairs/Steering Committee Report** The Community Co-Chairs and the HIV Prevention Director will provide written reports of their activities, those of the Steering Committee, and those of the HIV Prevention Section. *POSSIBLE VOTE* *This agenda item relates to role #6 of community planning groups in the CDC Guidance, "Identify the technical assistance needs of the community planning group and community-based providers in the areas of planning, implementation, and evaluating prevention interventions."*	Michael Discepola
4:00 pm	**Presentation and Approval of Chapters for the HIV Prevention Plan-Part 1** *VOTE* ▪ **Priority Setting: Priority Setting Model, Resource Allocation Guidelines** *This agenda item relates to role 3, "Carefully review available epidemiologic, evaluation, behavioral and social science, cost and cost-effectiveness, needs assessment, and resource inventory data and other information required to identify and prioritize HIV prevention needs, and role # 8, "The important, overall goal of HIV prevention community planning is to have in place a comprehensive HIV prevention plan that is current, evidence based, adaptable as new information become available, tailored to the specific needs of each jurisdiction, and widely distributed in an effort to provide a roadmap for prevention that can be used by all prevention providers in the jurisdiction."*	Plan Revision Committee
4:30 pm	**BREAK**	

4:45 pm	**Presentation and Approval of Chapters for the HIV Prevention Plan-Part 2** ***VOTE*** ▪ **Linkages and Coordination** ▪ **Technical Assistance Plan** ▪ **Needs Assessment** ▪ **Goals and Objectives** *This agenda item relates to role 3, "Carefully review available epidemiologic, evaluation, behavioral and social science, cost and cost-effectiveness, needs assessment, and resource inventory data and other information required to identify and prioritize HIV prevention needs, and role # 8, "The important, overall goal of HIV prevention community planning is to have in place a comprehensive HIV prevention plan that is current, evidence based, adaptable as new information become available, tailored to the specific needs of each jurisdiction, and widely distributed in an effort to provide a roadmap for prevention that can be used by all prevention providers in the jurisdiction."*	
5:10 pm	**Discussion: Supplemental Funding – Vote** The Council will meet in small groups and report back to the large group on ideas for supplemental funding. *This agenda item relates to role 3, "Carefully review available epidemiologic, evaluation, behavioral and social science, cost and cost-effectiveness, needs assessment, and resource inventory data and other information required to identify and prioritize HIV prevention needs.*	**Steven Tierney**
5:55 pm	**Closure and Evaluation**	**Michael Discepola**
6:00 pm	**Adjournment**	**Michael Discepola**

Note: All meetings are open to the public and are held in handicapped accessible facilities. Allotted time periods for agenda items are approximate and may require adjustments.

UPCOMING MEETINGS: HPPC Meeting - Thursday, **June 14**, 3-6pm, TBD

Know your rights under the Sunshine Ordinance: Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils, and other agencies of the city and county exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the sunshine ordinance or to report a violation of the ordinance, contact the Sunshine Ordinance Task Force. Rachel Arnstine O'Hara, Clerk, City Hall, Room 362, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102, Phone: 554-6172, Fax: 554-6177, E-Mail: Rachel_ArnstineO'Hara@ci.sf.ca.us.

In order to assist with the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City accommodate these individuals.

HIV PREVENTION PLANNING COUNCIL

Action Minutes

May 3, 2001

The next HPPC meeting will be held on Thursday, June 14, 2001
3:00 - 6:00 p.m.
Mayor's Conference Room (201) at City Hall

Members Present:
Tae-Wol Stanley
Michael Discepola
Ed Gallagher
Deborah Oliver-Wilson
Steven Tierney
Steve Gibson
Al Cunningham
Mazdak Mazarei
La Mirldred Mackabee-Anderson
Lyn Fischer
Martha Ugarte-Ortiz
Teresa Betancourt
Carla Clynes
John Newmeyer
Rheena Yangson
Janetta Johnson

Members Absent:
Father River Sims
Rev. Yvette Flunder
J. Colin Partridge (on leave)
Jo Ellen Fisher
Gwen Smith
Edd Lee (on leave)
Jorge Ortiz
Gail Sanabria
Erick Brown
Michael Meehan (on leave)
Robert Gomez

DPH/HPS Staff
Gigi Gregory
Tracey Packer
Betty Chan Lew
Lisa Reyes

Guests:
David Bush

Harder + Co.:
Dara Coan
Michael DeMayo

Process Evaluation Team:
Shannon Singleton-Banks

DOCUMENTS DEPT.

JUN 2 0 2001

SAN FRANCISCO
PUBLIC LIBRARY

Meeting called to order at 3:20 PM.

Food, Welcome, Introductions, Announcements:

Lyn Fischer announced the following:

- The National Association of People with AIDS (NAPWA) is sponsoring the 7th annual National HIV Testing Day. The date is June 27. The flyer is enclosed.

- A bulletin from CDC to prevention providers which outlines immediate steps the public health community should take to address an urgent situation. The bulletin is called "Taking Action to Combat Increases in STDs and HIV Risk Among Men Who Have Sex With Men". The bulletin is enclosed.

- On May 31, 2001, there will be an All Cities Health Leadership Forum sponsored by The Alameda County's Public Health Department and the African American Disparities Work Group. The event is free and it will be held at Alice Art Center, 1428 Alice Street, Oakland, from 9:30 to 3:30 PM.

Mazdak Mazarei announced his resignation from the Council. Today will be his last meeting. The Council expressed its appreciation for the many years that Mazdak contributed to the HPPC and to HIV prevention.

He also announced that Health Initiatives for Youth (HIFY) is having its Annual Health Fair May 16 at the Ramada Hotel on Market Street (@ 8th Street).

Gigi Gregory announced the following two upcoming events:

- Special Population Action Team (SPAT) conference is scheduled for Friday, May 18 from 9:30 AM to 3:30 PM at the Rose Resnick Lighthouse at 214 Van Ness Avenue (@ Hayes).

- There will be a first annual Community-Based Health Conference on Saturday, June 23 from 10:00 AM to 3:00 PM at Bayview Opera House at 4750 Third Street. This conference is sponsored by the African American Health Initiative (AAHI) and the African American Coalition for Health Improvement and Empowerment (AACHIE). The flyer is enclosed.

Tracey Packer announced that the OD/TA team for AIDS Office providers is providing workshops on proposal writing on May 14 and May 24.

Deborah Oliver announced the Early Intervention Program event on June 6 from 12-3 PM at Bayview Opera House. This program is to get re-acquainted with the community.

Teresa Betancourt encouraged members to attend the Community Liaison Committee. The next meeting is on Thursday, May 10 from 3:00 to 5:00 PM at the AID Office. Lyn Fischer suggested that she develop a flyer to recruit community members to this Committee.

Shannon Singleton-Banks is representing the Process Evaluation team at the meeting. Kathleen and Kevin Roe are unable to attend and Shannon will be distributing and collecting the evaluation forms today.

Martha Ugarte-Ortiz announced her resignation from the Council. She's taking a new job in San Mateo County. The Council thanked Martha for her leadership on the Council and wished her good luck with her new job. There will be a call for nominations for the Community Co-Chair position.

Review and Approval of April 12 Minutes:
Minutes were approved with one abstention by Michael Discepola.

General Public Comment:
David Bush addressed the Council about what it's like to be homeless and have AIDS. He requested priority funding for affordable housing.

Member Response to Public Comment:
Michael Discepola suggested to David to also make sure his voice is heard at the HIV Health Services Planning Council which oversees funding for housing for people with HIV.

Al Cunningham thanked David for attending the Council meeting and expressed his concern regarding issues raised.

Member Input to the Parking Lot:
Al Cunningham proposed discussing the next step for the Diversity Training. Mazdak seconded. This item will be forwarded to the Steering Committee for discussion.

Co-Chairs/Steering Committee Report:
Michael Discepola thanked and congratulated the Membership Committee for putting together the Diversity Training. He said that it was well done.

The HIV Health Services Planning Council and the HIV Prevention Planning Council will have a joint meeting July 30 from 5:00-7:00 PM. More information will follow.

Presentation and Approval of Priority Setting Chapter:
The Plan Revision Committee moved that the Council approve the Priority Setting chapter for inclusion in the 2001 HIV Prevention Plan for San Francisco. The motion was seconded by Al Cunningham. The chapter was approved with no objections.

Presentation and Approval of Chapters for the HIV Prevention Plan:
Motion #1: The Plan Revision Committee moved that the Council approve the Linkages and Coordination chapter for inclusion in the 2001 HIV Prevention Plan for San Francisco. The motion was seconded by Tae-Wol Stanley. The chapter was approved with no objections.

Motion #2: The Plan Revision Committee moved that the Council approve the Technical Assistance chapter for inclusion in the 2001 HIV Prevention Plan for San Francisco. The chapter was approved with no objections.

Motion #3: The Plan Revision Committee moved that the Council approve the Needs Assessment chapter for inclusion in the 2001 HIV Prevention Plan for San Francisco. The motion was seconded by Teresa Betancourt. The chapter was approved with no objections.

Motion #4: The Plan Revision Committee moved that the Council approve the Goals & Objectives chapter for inclusion in the 2001 HIV Prevention Plan for San Francisco. The motion was seconded by Carla Clynes.

Janetta Johnson moved to add to Strategy 3 – "Emphasize the importance of and benefits to remaining HIV-negative" under TSM, TSM/F, TSF, TST, TSM/T, TSF/T and TSM-IDU, TSM/F-

IDU, TSF-IDU, TST-IDU, TSM/T-IDU, TSF/T-IDU. The motion was seconded by Carla Clynes. The chapter was approved with no objections.

John Newmeyer suggested user-friendly language for summary of strategies for each BRP. Steve Gibson proposed that John work with Dara on final draft and it was agreed.

Supplemental Funding:
The proposed application is enclosed. It is proposed that $143,541 fund the design and implementation of a web-based data collection system for HIV prevention providers. It is proposed that $893,695 be used to plan, implement, and evaluate a mixed media, multi-thematic social marketing campaign targeting prioritized San Francisco MSM populations. The money must be spent by December 31, 2001. The Council is asked for its concurrence that the proposals are in line with priorities in the newly adopted 2001 HIV Prevention Plan. The Council agreed by consensus to support the supplemental application to CDC.

Meeting adjourned at 5:00 PM
Minutes prepared by Betty Chan Lew, HIV Prevention Section
Minutes reviewed by Tracey Packer and Steven Tierney

The next HPPC meeting will be held on Thursday, June 14, 2001, 3:00-6:00 PM at the Mayor's Conference Room (201) at City Hall.

HIV Prevention Planning Council Meeting

June 14, 2001

3:00 – 6:00 pm

Mayor's Conference Room (201) at City Hall

Van Ness at Grove, San Francisco

DOCUMENTS DEPT.
4 2001
SAN FRANCISCO
PUBLIC LIBRARY

Agenda

Meeting called by Co-Chairs: Michael Discepola, Steven Tierney, and Martha Ugarte-Ortiz

3:00 pm	**Food, Welcome, Introductions, Announcements**	**Steven Tierney**
3:15 pm	**Review and Approval of Minutes of May 3, 2001** *VOTE*	**Steven Tierney**
3:20 pm	**General Public Comment**	**Steven Tierney**
3:30 pm	**Member Response to Public Comment**	**Steven Tierney**
3:35 pm	**New Business: Member Input to the Parking Lot** HPPC members can suggest topics for the HPPC to discuss on future agendas. Members vote to add items to the Parking Lot. *POSSIBLE VOTE* *This agenda item relates to role #6 of community planning groups in the CDC Guidance, "Identify the technical assistance needs of the community planning group and community-based providers in the areas of planning, implementation, and evaluating prevention interventions."*	**Steven Tierney**
3:45 pm	**HPPC Co-Chairs/Steering Committee Report** The Community Co-Chairs and the HIV Prevention Director will provide written reports of their activities, those of the Steering Committee, and those of the HIV Prevention Section. *POSSIBLE VOTE* *This agenda item relates to role #6 of community planning groups in the CDC Guidance, "Identify the technical assistance needs of the community planning group and community-based providers in the areas of planning, implementation, and evaluating prevention interventions."*	**Steven Tierney**
4:00 pm	**Election of Community Co-Chair** *VOTE* *Relates to CDC role # 1: Elect a community co-chair to work with the co-chair designated by the health department.*	**Steven Tierney**
4:15 pm	**Presentation and Distribution of the 2001 HIV Prevention Plan** *Relates to CDC role # 8: "The important, overall goal of HIV prevention community planning is to have in place a comprehensive HIV prevention plan that is current, evidence based, adaptable as new information become available, tailored to the specific needs of each jurisdiction, and widely distributed in an effort to provide a roadmap for prevention that can be used by all prevention providers in the jurisdiction.*	**Plan Revision Committee**

4:30 pm	**BREAK**	**Co-Chairs**
4:45 pm	**Implementation of the HIV Prevention Plan:** How the HIV Prevention RFP reflects the priorities in the Plan	**Steven Tierney**
5:00 pm	**Using the HIV Prevention Plan for Program Planning:** Interactive Exercise and Discussion	**Dara Coan and Tracey Packer**
5:50 pm	**Closure and Evaluation**	**Steven Tierney**
6:00 pm	**Adjournment**	**Steven Tierney**

Note: All meetings are open to the public and are held in handicapped accessible facilities. Allotted time periods for agenda items are approximate and may require adjustments.

UPCOMING MEETINGS: HPPC Meeting - Thursday, **July 12**, 3-6pm, TBD

Know your rights under the Sunshine Ordinance: Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils, and other agencies of the city and county exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the sunshine ordinance or to report a violation of the ordinance, contact the Sunshine Ordinance Task Force. Rachel Arnstine O'Hara, Clerk, City Hall, Room 362, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102, Phone: 554-6172, Fax: 554-6177, E-Mail: Rachel_ArnstineO'Hara@ci.sf.ca.us.

In order to assist with the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City accommodate these individuals.

DOCUMENTS DEPT

JUL 17 2001

SAN FRANCISCO
PUBLIC LIBRARY

HIV PREVENTION PLANNING COUNCIL

Action Minutes

June 14, 2001

The next HPPC meeting will be held on Thursday, July 12, 2001
3:00 - 6:00 p.m.
Mayor's Conference Room (201) at City Hall

Members Present:
Tae-Wol Stanley
Michael Discepola
Jorge Ortiz
Deborah Oliver-Wilson
Steven Tierney
Steve Gibson
Al Cunningham
Gail Sanabria
La Mirldred Mackabee-Anderson
J. Colin Partridge
Erick Brown
Martha Ugarte-Ortiz
Michael Meehan
Edd Lee
Janetta Johnson
Robert Gomez
Rheena Yangson
Rev. Yvette Flunder

Members Absent:
Father River Sims
Carla Clynes
Teresa Betancourt
John Newmeyer
Gwen Smith
Lyn Fischer
Ed Gallagher

DPH/HPS Staff:
Tracey Packer
Lisa Reyes
Eileen Loughran
John Pabustan
Erik Dubon
Jay Harcourt - Intern

Guests:
Mike Shriver
Katherine Gallagher (CAPs)
Beth Havern
Tim Kellogg (DPH)
Jennifer Kaufman (DPH)

Harder + Co.:
Dara Coan
Tara Cohen
Willow Schrager

Process Evaluation Team:
Kathleen Roe
Kevin Roe

Meeting called to order at 3:10 PM.

Food, Welcome, Introductions, Announcements:

Martha Ugarte-Ortiz announced that this would be her last meeting with the Council.

Steve Gibson announced two Stop AIDS upcoming events - the Geezer Ball and the Welcome Wagon.

Kevin Roe announced that the Process Evaluation Team will start interviewing HPPC members for mid-year interviews over the phone.

Lisa Reyes distributed the Research Inventory list to the Council Members. Copies for absent members are enclosed.

Steven Tierney, the Co-Chairs, and the HPPC thanked Tracey Packer, her team and Harder and Co. for the wonderful job they did on the 2001 HIV Prevention Plan.

Steven Tierney also announced that Supervisor Mark Leno is advocating for an Office of Adolescent Health for San Francisco. Testimony will be held on Saturday, June 16 at 9:00 AM.

Review and Approval of May 3 Minutes:
The minutes were approved by consensus.

General Public Comment:
None

Member Response to Public Comment:
None

Member Input to the Parking Lot:
None

Co-Chairs/Steering Committee Report:
Steven Tierney highlighted the following two items in the Director's Report:

- Reminded members the deadline for the mandatory letters of intent for the 2001 Request for Proposals is June 22, 2001. The application is due by noon on Monday, July 16, 2001.
- The original discussion regarding 2002 Cooperative Agreement application is schedule to begin on June 28 at the Steering Committee meeting. The HPPC will review the application on July 12 and August 9.

Michael Discepola and Steven Tierney presented Martha Ugarte-Ortiz with a certificate of appreciation and thanked her for her work on the Council.

Martha encouraged members to run for the Community Co-Chair position and thanked the Council members for all their support.

Election of Community Co-Chair:
The nomination for the Community Co-Chair position was closed on May 31, 2001. Janetta Johnson stated her great interest in being the Community Co-Chair. Janetta also indicated that she has the time, effort, and that her personal and professional experience will help her in this position.

Election of the Community Co-Chair was moved by Al Cunningham and Robert Gomez seconded. Janetta was elected by majority vote. The new Community Co-Chair is Janetta Johnson. Janetta will serve from 6/15/2001 through 12/31/2002 as Community Co-Chair on the Council.

Presentation and Distribution of the 2001 HIV Prevention Plan:
Dara Coan expressed her appreciation to Harder and Co. staff for their contribution to the writing of the Plan. She also acknowledged the Plan cover artist Marty McCorkle. Dara reviewed the format and the organization of the Plan with the Council members.

HIV PREVENTION PLANNING COUNCIL

Action Minutes

June 14, 2001

Implementation of the HIV Prevention Plan:

Steven Tierney gave an overview of the RFP and the Plan. He also encouraged agencies to apply and explained how the HIV Prevention RFP reflects the priorities in the Plan. Steven reviewed the RFP application process.

Using the HIV Prevention Plan for Program Planning:

Tracey Packer and Dara Coan explained an interactive exercise and asked the members to break into pairs. The exercise was to use the new 2001 HIV Prevention Plan to find information about populations. All groups reported back to the whole Council.

Tracey Packer congratulated the HPPC on its new Plan.

Meeting adjourned at 5:30 PM
Minutes prepared by Betty Chan Lew, HIV Prevention Section
Minutes reviewed by Lisa Reyes, Tracey Packer, and Steven Tierney

The next HPPC meeting will be held on Thursday, July 12, 2001, 3:00-6:00 PM at the Mayor's Conference Room (201) at City Hall.

DOCUMENTS DEPT.

JUL - 6 2001

SAN FRANCISCO
PUBLIC LIBRARY

07-06-01A10:40 RCVD

HIV Prevention Planning Council Meeting

July 12, 2001

3:00 – 6:00 pm

Mayor's Conference Room (201) at City Hall

Van Ness at Grove, San Francisco

Agenda

Meeting called by Co-Chairs: Janetta Johnson, Michael Discepola, and Steven Tierney

3:00 pm	**Food, Welcome, Introductions, Announcements**	**Michael Discepola**
3:15 pm	**Review and Approval of Minutes of June 14, 2001** *VOTE*	**Michael Discepola**
3:20 pm	**General Public Comment**	**Michael Discepola**
3:30 pm	**Member Response to Public Comment**	**Michael Discepola**
3:35 pm	**New Business: Member Input to the Parking Lot** HPPC members can suggest topics for the HPPC to discuss on future agendas. Members vote to add items to the Parking Lot. *POSSIBLE VOTE* *This agenda item relates to role #6 of community planning groups in the CDC Guidance, "Identify the technical assistance needs of the community planning group and community-based providers in the areas of planning, implementation, and evaluating prevention interventions."*	**Michael Discepola**
3:45 pm	**HPPC Co-Chairs/Steering Committee Report** The Community Co-Chairs and the HIV Prevention Director will provide written reports of their activities, those of the Steering Committee, and those of the HIV Prevention Section. *POSSIBLE VOTE* *This agenda item relates to role #6 of community planning groups in the CDC Guidance, "Identify the technical assistance needs of the community planning group and community-based providers in the areas of planning, implementation, and evaluating prevention interventions."*	**Michael Discepola**
4:00 pm	**HIV Prevention Issues in the Transgender Community Presentation and Discussion (Part 1)** *This agenda item relates to role #4 of community planning groups in the CDC Guidance, 4. "Identify unmet HIV prevention needs within defined populations."*	**Carla Clynes + Panel**
4:30 pm	**BREAK**	

4:45 pm	**HIV Prevention Issues in the Transgender Community Presentation and Discussion (Part 2)** *This agenda item relates to role #4 of community planning groups in the CDC Guidance, 4. "Identify unmet HIV prevention needs within defined populations."*	**Carla Clynes + Panel**
5:25 pm	**Discussion of the 2002 CDC Cooperative Agreement Presentation** The HPPC will review the guidance for the Cooperative Agreement Application and generate HPPC objectives for 2002 to meet each of CDC's five core objectives (Please review attached outline). *This agenda item relates to roles #7, "Assess how well the priorities outlined in the plan are represented in the health department's application to CDC for federal HIV prevention funds" and #9, "Review carefully the health department's application to CDC for federal HIV prevention funds, including the proposed budget, and write a letter of concurrence or non-concurrence."*	**HIV Prevention Staff**
5:50 pm	**Closure and Evaluation**	**Michael Discepola**
6:00 pm	**Adjournment**	**Michael Discepola**

Note: All meetings are open to the public and are held in handicapped accessible facilities. Allotted time periods for agenda items are approximate and may require adjustments.

UPCOMING MEETINGS: HPPC Meeting - Thursday, **August 23**, 3-6pm, TBD

Know your rights under the Sunshine Ordinance: Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils, and other agencies of the city and county exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the sunshine ordinance or to report a violation of the ordinance, contact the Sunshine Ordinance Task Force. Rachel Arnstine O'Hara, Clerk, City Hall, Room 362, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102, Phone: 554-6172, Fax: 554-6177, E-Mail: Rachel_ArnstineO'Hara@ci.sf.ca.us.

In order to assist with the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City accommodate these individuals.

DOCUMENTS DEPT.
AUG 27 2001
SAN FRANCISCO
PUBLIC LIBRARY

HIV PREVENTION PLANNING COUNCIL

Action Minutes
July 12, 2001

The next HPPC meeting will be held on **Thursday, August 23, 2001**
3:00 - 6:00 p.m.
Mayor's Conference Room (201) at City Hall
Please note the change in date.

Members Present:
Tae-Wol Stanley
Michael Discepola
Jorge Ortiz
Carla Clynes
Steven Tierney
Steve Gibson
Father River Sims
Gwen Smith
Ed Gallagher
J. Colin Partridge
Rheena Yangson
Erick Brown
Robert Gomez
Michael Meehan
Edd Lee
Teresa Betancourt

Members Absent:
Al Cunningham
Deborah Oliver-Wilson
Janetta Johnson
John Newmeyer
Gail Sanabria
Lyn Fischer
Rev. Yvette Flunder
La Mirldred Mackabee-Anderson

DPH/HPS Staff:
Tracey Packer
Betty Chan Lew
Lisa Reyes
Eileen Loughran
John Pabustan
Erik Dubon
Jay Harcourt
Delia Garcia
Marise Rodriguez
Charles Klein
Elizabeth Davis

Guests:
Lisa Fitzpatrick, CDC
Maria Castillo, Glide
Teresita La Campesina
Tamara Ching, SEACC
Tomio Miyan, STD
Tanya Bobo, STD
Pedro Arista, HSPC
Anna Fernandez, HSPC
Lally Adao, CAPs
Hank Wilson, TARC
Marshia Herring, AO
Kristen Clements, AO
Mike Pendo, AO

Harder + Co.:
Dara Coan

Process Evaluation Team:
Kevin Roe

Meeting called to order at 3:15 PM.

Food, Welcome, Introductions, Announcements:
Robert Gomez, Co-Chair of the Membership Committee, announced and passed out the Membership applications for the upcoming short-term recruitment for the HIV Prevention Planning Council. He asked that HPPC members spread the word to friends and colleagues. The deadline for the submission of the application for short-term recruitment is Friday, July 27.

Kevin Roe announced that there are only 1½ weeks left to conduct mid-year interviews of the HPPC members, and he thanked members who already participated. Kathleen is on vacation and she's unable to be here today.

HIV PREVENTION PLANNING COUNCIL
Action Minutes
July 12, 2001

Michael Discepola announced that John Newmeyer, Deborah Oliver-Wilson, and Rev. Yvette Flunder were out of town and unable to be at the Council meeting today. Tae-Wol will be late today.

Review and Approval of June 14 Minutes:
The minutes were approved by consensus.

General Public Comment:
None

Member Response to Public Comment:
None

Member Input to the Parking Lot:
Carla Clynes proposed a discussion of prevention case management (PCM) specifically for transgender MTF. Approved by consensus.

Erick Brown requested a copy of the parking lot via e-mail.

Co-Chairs/Steering Committee Report:
Michael Discepola highlighted the following items in the Director's Report:

- The August HPPC meeting will be on the fourth Thursday (8/23/01) instead of the second.
- Gigi has been giving a new assignment in the Health Department. Gigi will be working with Cynthia Selmar on addressing HIV prevention issues within African American Health Initiative. Michael encouraged members to call Gigi and thank her for her support on the Council and Committees.
- The HPPC is recruiting new members and the deadline for applications is July 27. Please see Robert Gomez with any questions regarding this short-term recruitment.
- The UCHAPS consultant will be here after the Council meeting today. This is an opportunity for members to give input into the urban agenda.
- There was an e-mail sent to all HPPC members by Lisa Reyes regarding two up-coming conferences (National HIV Prevention Conference in Atlanta and the United States Conference on AIDS in Miami). The HIV Prevention Section has funding to support four Council members in addition to the Co-Chairs to attend these conferences (2 each). Seven members submitted their names. Names were drawn at this time. *Robert Gomez and Edd Lee were selected to attend the conference in Atlanta. Deborah Oliver-Wilson and Robert Gomez will be attending the conference in Miami.*

HIV PREVENTION PLANNING COUNCIL
Action Minutes
July 12, 2001

Steven Tierney discussed the Mayor's press conference today on DuPont funds. The funds will be used as follows:

1. Social marketing for MSM of color
2. Chlamydia elimination program for young women in the Bayview
3. A gay men's sexual health center in the Castro
4. Additional funding for the PHIPP program to increase Neighborhood Health on Wheels (NHOW) mobile van staff

Discussion of the 2002 CDC Cooperative Agreement Presentation:
Tracey Packer and Charles Klein presented the preliminary draft of the HIV Prevention Programs Goals, Objectives, and Activities section of the 2002 CDC Cooperative Agreement application to Council members. Charles Klein is the main writer of this application this year. The application is based on the 2001 HIV Prevention Plan. The budget for the application totals approximately $10,800,000. Steven Tierney went over the budget summary with the Council members.

Hank Wilson suggested two things to add to the application – printing of literature on poppers and mandatory training for HIV prevention providers on Hepatitis C.

The deadline to give the first round of feed back to Charles is Friday, July 27.

An activity on five core objectives has been postponed till July 25 at noon at 25 Van Ness due to time constraints today. Tracey distributed the Steering Committee's thoughts on the core objectives and asked members to send their ideas to her.

HIV Prevention Issues in the Transgender Community Presentation and Discussion:
Carla Clynes presented "MTF Transgender Realities in San Francisco." The slides from the presentation are enclosed. Carla also invited five guests to speak of their experiences. They shared their personal stories with the HPPC members.

Issues identified for MTF are: Mental health services, legal and social rights, education, and jobs.
Issues identified for FTM are: Health care and social services.
HIV risk: FTMSM (not risking acceptance as man and asking partner to use condoms)

Meeting adjourned at 6:00 PM
Minutes prepared by Betty Chan Lew, HIV Prevention Section
Minutes reviewed by Tracey Packer and Michael Discepola.

Reminder: The next HPPC meeting will be held on Thursday, August 23, 2001, 3:00-6:00 PM at the Mayor's Conference Room (201) at City Hall.

2001 HPPC COUNCIL, COMMITTEES, AND WORKING GROUPS MEETING CALENDAR

(Committees/Working Groups schedule and the room assignments are subject to change)

AUGUST	Thursday, August 2	2:00-4:00 pm	Membership	330B
	Thursday, August 2	3:00-4:30 pm	Plan Revision	330A
	Wednesday, August 15	10:30-12:00 pm	Community Liaison	SEHC
	Wednesday, August 15	1:00-3:00 pm	People of Color	Ark of Refuge
	Thursday, August 16	3:00-5:00 pm	Co-Chairs	Conf Room
	Thursday, August 23	3:00-5:00 pm	Steering ?	Conf Room
	Thursday, August 23	3:00-6:00 pm	Council Meeting	City Hall
SEPTEMBER	Thursday, September 6	2:00-4:00 pm	Membership	330B
	Thursday, September 6	3:00-4:30 pm	Plan Revision	330A
	Thursday, September 13	3:00-6:00 pm	Council Meeting	TBD
	Wednesday, September 19	10:30-12:00 pm	Community Liaison	Conf Room
	Wednesday, September 19	1:00-3:00 pm	People of Color	Ark of Refuge
	Thursday, September 20	3:00-5:00 pm	Co-Chairs	Conf Room
	Thursday, September 27	3:00-5:00 pm	Steering	Conf Room
OCTOBER	Thursday, October 4	2:00-4:00 pm	Membership	330B
	Thursday, October 4	3:00-4:30 pm	Plan Revision	330A
	Thursday, October 11	3:00-6:00 pm	Council Meeting	TBD
	Wednesday, October 17	10:30-12:00 pm	Community Liaison	Conf Room
	Wednesday, October 17	1:00-3:00 pm	People of Color	Ark of Refuge
	Thursday, October 18	3:00-5:00 pm	Co-Chairs	Conf Room
	Thursday, October 25	3:00-5:00 pm	Steering	Conf Room
NOVEMBER	Thursday, November 1	2:00-4:00 pm	Membership	330B
	Thursday, November 1	3:00-4:30 pm	Plan Revision	330A
	Thursday, November 8	3:00-6:00 pm	Council Meeting	TBD
	Thursday, November 15	3:00-5:00 pm	Co-Chairs	Conf Room
	Wednesday, November 21	10:30-12:00 pm	Community Liaison	Conf Room
	Wednesday, November 21	1:00-3:00 pm	People of Color	Ark of Refuge
	Thursday, November TBD	3:00-5:00 pm	Steering	TBD
DECEMBER	Thursday, December 6	2:00-4:00 pm	Membership	330B
	Thursday, December 6	3:00-4:30 pm	Plan Revision	330A
	Thursday, December 13	3:00-6:00 pm	Council Meeting	TBD
	Wednesday, December 19	10:30-12:00 pm	Community Liaison	330B
	Wednesday, December 19	1:00-3:00 pm	People of Color	Ark of Refuge
	Thursday, December 20	3:00-5:00 pm	Co-Chairs	Conf Room
	Thursday, December 27	3:00-5:00 pm	Steering	Conf Room

DOCUMENTS DEPT.

AUG 2 3 2001

SAN FRANCISCO
PUBLIC LIBRARY

HIV Prevention Planning Council Meeting

August 23, 2001

3:00 – 6:00 pm

Mayor's Conference Room (201) at City Hall

Van Ness at Grove, San Francisco

DOCUMENTS DEPT.

AUG 1 3 2001

SAN FRANCISCO
PUBLIC LIBRARY

Agenda

Meeting called by Co-Chairs: Janetta Johnson, Michael Discepola, and Steven Tierney

3:00 pm	**Food, Welcome, Introductions, Announcements**	**Janetta Johnson**
3:15 pm	**Review and Approval of Minutes of July 12, 2001** ***VOTE***	**Janetta Johnson**
3:20 pm	**General Public Comment**	**Janetta Johnson**
3:30 pm	**Member Response to Public Comment**	**Janetta Johnson**
3:35 pm	**New Business: Member Input to the Parking Lot** HPPC members can suggest topics for the HPPC to discuss on future agendas. Members vote to add items to the Parking Lot. ***POSSIBLE VOTE*** *This agenda item relates to role #6 of community planning groups in the CDC Guidance, "Identify the technical assistance needs of the community planning group and community-based providers in the areas of planning, implementation, and evaluating prevention interventions."*	**Janetta Johnson**
3:45 pm	**HPPC Co-Chairs/Steering Committee Report** The Community Co-Chairs and the HIV Prevention Director will provide written reports of their activities, those of the Steering Committee, and those of the HIV Prevention Section. ***POSSIBLE VOTE*** *This agenda item relates to role #6 of community planning groups in the CDC Guidance, "Identify the technical assistance needs of the community planning group and community-based providers in the areas of planning, implementation, and evaluating prevention interventions."*	**Janetta Johnson**
4:00 pm	**Discussion of the 2002 CDC Cooperative Agreement Presentation** The HPPC will discuss the 2002 Cooperative Agreement final draft and vote on a letter of concurrence with the application priorities. *This agenda item relates to roles #7, "Assess how well the priorities outlined in the plan are represented in the health department's application to CDC for federal HIV prevention funds" and #9, "Review carefully the health department's application to CDC for federal HIV prevention funds, including the proposed budget, and write a letter of concurrence or non-concurrence."*	**HIV Prevention Section Staff**
4:45 pm	**BREAK**	

5:00 pm	**Emerging Issues in HIV Counseling and Testing** *This agenda item relates to roles #6,."Identify the technical assistance needs of the community planning group and community-based providers in the areas of planning, implementation, and evaluating, prevention interventions."*	**TBA**
5:50 pm	**Closure and Evaluation**	**Janetta Johnson**
6:00 pm	**Adjournment**	**Janetta Johnson**

Note: All meetings are open to the public and are held in handicapped accessible facilities. Allotted time periods for agenda items are approximate and may require adjustments.

UPCOMING MEETINGS: HPPC Meeting - Thursday, **September 13**, 3-6pm, TBD

Know your rights under the Sunshine Ordinance: Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils, and other agencies of the city and county exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the sunshine ordinance or to report a violation of the ordinance, contact the Sunshine Ordinance Task Force. Rachel Arnstine O'Hara, Clerk, City Hall, Room 362, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102, Phone: 554-6172, Fax: 554-6177, E-Mail: Rachel_ArnstineO'Hara@ci.sf.ca.us.

In order to assist with the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City accommodate these individuals.

DOCUMENTS DEPT.

OCT 16 2001

SAN FRANCISCO
PUBLIC LIBRARY

HIV PREVENTION PLANNING COUNCIL

Action Minutes
August 23, 2001

The next HPPC meeting will be held on **Thursday, October 11, 2001**
3:00 – 6:00 p.m.
Instituto Familiar de la Raza, 2919 Mission Street

Members Present:
Tae-Wol Stanley
Michael Discepola
Janetta Johnson
Al Cunningham
Steven Tierney
Steve Gibson
Deborah Oliver-Wilson
Gwen Smith
Lyn Fischer
Rev. Yvette Flunder
Edd Lee
Erick Brown
Robert Gomez
John Newmeyer

Members Absent:
Carla Clynes
Ed Gallagher
Jorge Ortiz
Michael Meehan
Gail Sanabria
J. Colin Partridge
Teresa Betancourt
La Mirldred Mackabee-Anderson

DPH/HPS Staff:
Tracey Packer
Betty Chan Lew
Lisa Reyes
Eileen Loughran
Marise Rodriguez
Charles Klein

Guests:
Maria Castillo
Ken Pearce
Jennifer Lara Kaufman
Amber Lynn Gray
Maree Kay Parisi
Susan Shah
Marcel Miranda
Paul Harkin
Hank Wilson
Anthony Muhammad
Murray Muhammad

Process Evaluation Team:
Kevin Roe
Kathleen Roe
Harder + Co.:
Dara Coan

Meeting called to order at 3:20 PM.

Food, Welcome, Introductions, Announcements:

Al Cunningham announced that Mazdak Mazarei (former HPPC member) sent his greeting to the Council members.

Lyn Fischer passed out flyers for the First Annual St. James Infirmary Rock n' Blues Barbecue Bash. It is Saturday, August 25 from 5:00 PM to 2:00 AM at Lost City 23 Club.

Robert Gomez, Co-Chair of the Membership Committee, introduced the two new Council members. They are Amber Lynn Gray and Jennifer Lara Kaufman. They will begin their provisional terms September 1, 2001.

The Membership Committee is recruiting new members to be on the Council and the new HPPC flyers and the membership applications were mailed to the community. The deadline for applications is Friday, September 14, 2001.

HIV PREVENTION PLANNING COUNCIL
Action Minutes
August 23, 2001

Steven Tierney announced that Dr. Larry Meredith (former Interim DPH Co-Chair) accepted a position as a Director of Marin County Health and Human Services Department. Larry was with the San Francisco Department of Public Health for 31 years. Steven passed around cards for members to sign.

Diana Bontá, Director of the Department of Health Services for the State of California, will be visiting during our HPPC meeting today. Steven encouraged non-City employees to write a letter to Governor Gray Davis and to the local newspaper agencies regarding his cut of $4 million dollars in the State Office of AIDS prevention budget. San Francisco will loose $174,000 in direct prevention dollars.

Ed Gallagher, Gail Sanabria, and Colin Partridge are out of town. Jorge Ortiz is ill today.

Review and Approval of July 12 Minutes:
The minutes were approved by consensus.

General Public Comment:
Hank Wilson is concerned that people who present data on San Francisco at national conferences, such as the National HIV Prevention Conference in August do not inform providers and community members about their results from studies. There should be a central repository of all the research done on San Franciscans.

Member Response to Public Comment:
- Steve Gibson reminded that there were Durban abstracts from San Francisco reported back to the Council members.
- Al Cunningham suggested that abstracts from conferences might be posted on the Web.
- Lyn Fischer agreed with Hank Wilson's frustration and concern. She mentioned that there was a clearing house for information, but it is not available any more.
- Steven Tierney mentioned that the National HIV Prevention Conference opening session is on the Web and suggested looking at San Francisco issues. There are also prevention articles and usually San Francisco is the model City so there should be information available. Steven Tierney told Hank Wilson that the HIV Prevention Section will work on this.

New Business: Member Input to the Parking Lot:
Michael Discepola proposed a motion to write letters to Mayor Willie Brown, BAR, Examiner, and Sacramento regarding cut in prevention funding. The motion was seconded and approved. The Co-Chairs will write this letter on behalf of the HPPC.

Co-Chairs/Steering Committee Report:
Rheena Yangson and River Sims have resigned from the Council early this month. The Co-Chairs will send them thank you letters on behalf of the Council. Michael Discepola encouraged members to call Rheena and River.

Michael Discepola briefly talked about the Urban Coalition of HIV and AIDS Prevention Services (UCHAPS) meeting held on August 11 and 12 in Atlanta. Al Cunningham, Janetta Johnson, and Steven Tierney also attended the meeting.

Steven Tierney gave an update on the RFP process. The HIV Prevention Section staff will meet next week to allocate the funds and the award letters will go out the week of September 4.

Yvette Flunder suggested a meeting between San Francisco and CDC to talk about CDC's strategic plan. She asked for Steven Tierney's assistance with this. Steven will work with the HPPC and CDC to set this up.

Discussion of the 2002 CDC Cooperative Agreement Presentation:
Tracey Packer and Charles Klein presented the 2002 CDC Cooperative Agreement application to Council members. Steven Tierney went over the budget summary with Council members. The budget is $10,763,597.

The Letter of Concurrence was presented. The motion to concur with the 2002 CDC Cooperative Agreement application was made by John Newmeyer and seconded by Robert Gomez. Roll call vote was done by Janetta and the Council approved the Letter of Concurrence with the application. Congratulations!!!

Comments by Council Members:

- Once the RFP process is completed, Michael Discepola requested to see a list of agencies and amount awarded.

Visit by Diana Bontá:
Steven Tierney introduced Diana Bontá, Director of Health and Human Services for the State of California. The Council members and guests introduced themselves. Jimmy Loyce, Deputy Director of the Health Department for AIDS gave a little background on Diana Bontá. Ms. Bontá introduced her colleagues to the Council - Micky Richi, Department of Health Services and Michael Montgomery, Chief, Office of AIDS.

Ms. Bontá thanked the Council members for the work that has been done by the Council members. Members expressed their concern about the budget cut for prevention funds by Governor. Ms. Bontá assured the Council that members' concerns will be forwarded to the Governor.

Emerging Issues in HIV Counseling and Testing:
Teri Dowling and Marise Rodriguez of the HIV Prevention Section presented. Due to the shortened time available, the presenters were invited to come to the next HPPC meeting (October 11) to complete their presentation. Sally Liska, Director of the Microbiology Lab – DPH, will be here another day to present her piece. The handouts and slides from the presentation are enclosed.

Teri Dowling reviewed the revised guidelines for HIV counseling and testing.

Orasure testing is now available at most sites.

Lyn Fischer spoke about STD and HIV testing at City Clinic and other sites. These sites are also doing STD screening (urine).

Gwen Smith requested a list of all the sites that do HIV testing shown in a map by Marise.

Meeting adjourned at 6:00 PM
Minutes prepared by Betty Chan Lew, HIV Prevention Section
Minutes reviewed by Lisa Reyes, Tracey Packer, Janetta Johnson, Michael Discepola, and Steven Tierney.

Reminder: The next HPPC meeting will be held on Thursday, October 11, 2001, 3:00-6:00 PM at Instituto Familiar de la Raza, 2919 Mission Street (between 25th & 26th Streets), Meditation Room, San Francisco. The phone number is (415) 647-4141.

~~Decision 2002 - New Directions for HIV Prevention~~
~~Thursday, September 13, 2001~~
~~3:00 - 5:00 pm~~

Meeting Rescheduled to September 17 3-5 PM 25 Van Ness Ave Suite 330A

The San Francisco HIV Prevention Planning Council released the 2001 HIV Prevention Plan. The HPPC and the AIDS Office have worked together to issue an RFP (request for proposals) which seeks to implement the key recommendations of the plan through HIV prevention partnerships with community based organizations.

The proposals have been reviewed and the awards have been sent to our community-based prevention providers. The new funding begins on January 1, 2002. This important chapter in HIV prevention planning has been completed. It is important that the community know how the process was designed and carried out and what are the results.

You are invited to a meeting at which the HIV prevention priorities for San Francisco and the outcomes of the 2001 request for proposals will be presented. There will be an opportunity for questions and comment for providers and community members.

Agenda

1. Welcome and Overview of HIV Prevention Planning in San Francisco - Steven Tierney

2. HIV Prevention Priorities for San Francisco (2001 HIV Prevention Plan) - Tracey Packer

3. Implementation of HIV Prevention Priorities by RFP - Steven

4. Outcome of Resource Allocation Based on the HIV Prevention Plan - Steven

5. Discussion/Questions and Answers

DOCUMENTS DEPT.
SEP 12 2001
SAN FRANCISCO
PUBLIC LIBRARY

DOCUMENTS DEPT.
OCT - 3 2001
SAN FRANCISCO
PUBLIC LIBRARY

HIV Prevention Planning Council Meeting

October 11, 2001

3:00 – 6:00 pm

Instituto Familiar de la Raza

2919 Mission Street (between 25th & 26th Streets)

One block from 24th St Bart Station. Limited meter parking spaces. 14 and 49 buses run on Mission.

Meditation Room

San Francisco

Agenda

Meeting called by Co-Chairs: Janetta Johnson, Michael Discepola, and Steven Tierney

3:00 pm	**Food, Welcome, Introductions, Announcements**	**Steven Tierney**
3:05 pm	**Moment of Silence for Those Affected by the September 11 Tragedy**	**Steven Tierney**
3:15 pm	**Review and Approval of Minutes of August 23, 2001** ***VOTE***	**Steven Tierney**
3:20 pm	**General Public Comment**	**Steven Tierney**
3:30 pm	**Member Response to Public Comment**	**Steven Tierney**
3:40 pm	**New Business: Member Input to the Parking Lot** HPPC members can suggest topics for the HPPC to discuss on future agendas. Members vote to add items to the Parking Lot. ***POSSIBLE VOTE*** *This agenda item relates to role #6 of community planning groups in the CDC Guidance, "Identify the technical assistance needs of the community planning group and community-based providers in the areas of planning, implementation, and evaluating prevention interventions."*	**Steven Tierney**
3:50 pm	**HPPC Co-Chairs/Steering Committee Report** The Community Co-Chairs and the HIV Prevention Director will provide written reports of their activities, those of the Steering Committee, and those of the HIV Prevention Section. The Steering Comm. will ask for the Council's support of the plan for "Plan Ultra-Lite." ***VOTE*** *This agenda item relates to role #6 of community planning groups in the CDC Guidance, "Identify the technical assistance needs of the community planning group and community-based providers in the areas of planning, implementation, and evaluating prevention interventions."*	**Steven Tierney**
4:05 pm	**Voices of the HPPC – Report on Mid-Year Interviews** The Process Evaluation team, Community Health Studies Group, will present data from interviews with the HPPC membership. *This agenda item relates to role #6 of community planning groups, "Identify the technical assistance needs of the community planning group and community-based providers in the areas of planning, implementation, and evaluating prevention intervention" and role #11, "Attend to the HPPC process and business issues necessary to ensure an efficient and effective Council."*	**Community Health Studies Group**

4:25 pm	**HIV Prevention in the Mission** Horizons, Instituto Familiar de la Raza (IFR), Proyecto, TBD	
4:50 pm	**BREAK**	
5:05 pm	**HIV Prevention in the Mission Continued**	
5:55 pm	**Closure and Evaluation**	**Steven Tierney**
6:00 pm	**Adjournment**	**Steven Tierney**

Note: All meetings are open to the public and are held in handicapped accessible facilities. Allotted time periods for agenda items are approximate and may require adjustments.

UPCOMING MEETINGS: HPPC Meeting - Thursday, **November 8**, 3-6pm, TBD

Know your rights under the Sunshine Ordinance: Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils, and other agencies of the city and county exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the sunshine ordinance or to report a violation of the ordinance, contact the Sunshine Ordinance Task Force. Rachel Arnstine O'Hara, Clerk, City Hall, Room 362, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102, Phone: 554-6172, Fax: 554-6177, E-Mail: Rachel_ArnstineO'Hara@ci.sf.ca.us.

In order to assist with the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City accommodate these individuals.

DOCUMENTS DEPT.
NOV 1 3 2001
SAN FRANCISCO
PUBLIC LIBRARY

HIV PREVENTION PLANNING COUNCIL

Action Minutes

October 11, 2001

The next HPPC meeting will be held on **Thursday, November 8, 2001**
3:00 - 6:00 p.m.
Mayor's Conference Room (201) at City Hall

Members Present:
Tae-Wol Stanley
Michael Discepola
Janetta Johnson
Al Cunningham
Steven Tierney
Steve Gibson
Ed Gallagher
J. Colin Partridge
Lyn Fischer
Rev. Yvette Flunder
Edd Lee
Teresa Betancourt
Robert Gomez
John Newmeyer
Jennifer Kaufman
Amber Gray
Michael Meehan

Members Absent:
Deborah Oliver-Wilson
Gwen Smith
Gail Sanabria
La Mirldred Mackabee-Anderson

DPH/HPS Staff:
Tracey Packer
Lisa Reyes
Betty Chan Lew
Eileen Loughran
John Pabustan
Erik Dubon

Process Evaluation Team:
Kathleen Roe
Kevin Roe

Guests:
Maria Castillo
Gene Ramos
Mike Schement
Thomas Knoble
Christopher Gortner
Ari Bachrach
Susan Shah
Alejandra Cruz
Hank Wilson
Paul Harkin
Rebecca Rodriguez
Ronald Sommer
Israel Nieves-Rivera
Shannon Anderson

Harder + Co.:
Dara Coan

Meeting called to order at 3:15 PM.

Food, Welcome, Introductions, Announcements:
Today was exactly one month since the September 11th tragedy. Steven Tierney asked for a moment of silence for those affected.

Maria Rinaldi from Instituto Familiar de la Raza asked for support from members and the public to attend the Immigrant Pride Day on Saturday, October 13 at Dolores Park.

The Council welcomes two new members, Jenn Kaufman and Amber Gray, to their first Council meeting.

Review and Approval of August 23 Minutes:
The minutes were approved by consensus.

General Public Comment:
None

Member Response to Public Comment:
N/A

New Business: Member Input to the Parking Lot:
Janetta Johnson proposed to discuss mental health issues in the African American transgender community. Approved by consensus.

Teresa Betancourt proposed a discussion of youth and STDs and relation to HIV. Approved by consensus.

Co-Chairs/Steering Committee Report:

2002 Plans: For HPPC 2002, the Council will focus on developing quality measures for HIV prevention for populations. If you are interested in giving input to the plans, please come to the next Steering Committee meeting on October 25 from 3-5 PM.

RFP Update: Steven Tierney briefly went over the "Decision 2002 - New Directions for HIV Prevention" meeting held on September 17. This meeting was about the outcomes of the 2001 request for proposals.

No proposals were received that focused on Young African American MSM. Therefore, the HIV Prevention Section will release an RFP late this year for services targeting young African American men who have sex with men (MSM) for funding next year.

Comparison funding by BRP in 1998 vs 2002:

	1998	2002
Tier I - MSM/MSM-IDU, TSM, TSM/F, TSF, etc.	~40% *	69% ($8,371,481) (HPPC recommendation 73-81%)
Tier II - IDUs	~24% *	24.7% ($3,157,609) (HPPC recommendation 18-22%)
Tier III - FSM/FSM-F, FSF, MSF	~28% *	6.3% ($755,786) (HPPC recommendation 1-5%)
Other	~8% *	

* Transgendered populations are included in all tiers for 1998.

Race/ethnicity breakdown of 1998 vs 2002:

	1998	2002
White	38%	36%
African American	26%	28%
Latino	18%	22%
API	13%	9%
Native American	2%	2.3%
Other	3%	2.7%

Michael Discepola asked when the new contracts will be completed. Steven Tierney explained the process for contract negotiation. As contracts are developed, the HIV Prevention Section must ensure that appropriate services are provided for populations.

Edd Lee asked when the list of all services will be available. Steven Tierney explained that the list has been developed but needs to be reviewed before publishing.
Update: Please call Betty Chan Lew at 554-9492 to obtain a copy.

Ed Gallagher asked what was the total amount awarded and what balances remained. Steven Tierney explained that the entire amount available was $12 million, including the amount to be put in services for young African American men who have sex with men.

Plan "Ultralite": Steven Gibson proposed on behalf of the Steering and Plan Revision Committees to approve the "Plan Ultra-Lite", a condensed version of the 2001 Plan. Approved by consensus.

This "Plan Ultra-Lite" will be available in English and Spanish.

Voices of the HPPC - Report on Mid-Year Interviews:
Kathleen Roe and Kevin Roe presented on the results of the interviews with members conducted in the summer. The results will be sent to members via e-mail. Please be sure to give your e-mail address changes to Kevin Roe and/or Betty Chan Lew (AIDS Office.) Overheads are attached.

Kathleen presented the results of the interviews, including responses to the Diversity Training that was held on April 27, 2001. The Community Health Studies Group interviewed 9 members out of 12 who attended. Copies of the presentation are enclosed. The results are based on the scale of 0-5.

Israel Nieves-Rivera, a prospective new member, commented that an assessment of cultural competence is important, because people may think they are culturally competent and don't need to learn.

Al Cunningham noted the difference between cultural competence and diversity training. Kathleen responded by noting that the importance of defining the need and the purpose of the training. She recommended that the outcomes of the training always should be clearly defined.

Kevin Roe talked about "Zoomerang", an electronic survey to be conducted by the Process Evaluation Team addressing the five core objectives. It will be sent to members on Monday, October 15 and members have 7 days to complete it.

HIV Prevention in the Mission (Instituto Familiar de la Raza (IFR), Mission Neighborhood Health Center (MNHC), Horizons, & Proyecto Contra SIDA Por Vida:
Teresa Betancourt and Al Cunningham, Co-Chairs of the Community Liaison Committee, introduced the presentations. Teresa thanked IFR for hosting the Council meeting. She also explained the scope of the Community Liaison Committee and importance of bringing meetings to communities.

Teresa introduced Berta Hernandez, who talked about the programs provided at IFR. Gustavo Crabbioto talked about Mr/Ms Gay Safe and the Duelo de Regias. Vladimir Ontiveros talked about his role with individual risk reduction counseling, venue-based individual outreach. Anna Fernandez talked about the transgender program at IFR. Tiggy Dahlmar talked about the theatre groups and programs for women and youth. The theater piece "Under the Bridge" was performed, inspired by the work of Carla Clynes. Berta thanked Carla for all the hard work she did with IFR.

Teresa introduced Mario Huerta from Mission Neighborhood Health Center. He spoke about their HIV prevention programs. The program is based on the research of Rafael Diaz. The program is also based on Paulo Freire's critical consciousness model. He noted that sustained behavior change takes place when sexuality is examined at a deeper spiritual level.

Teresa introduced Donna Saffoti-Johnson from Horizons. Horizons has been in operation for 37 years. Eighteen years ago Horizons started substance abuse programs for out of school youth and homeless youth and the young women's program. Services are set up for "one-stop shopping" at Horizons – employment, counseling, art classes, dance, poetry slam , etc. HIV prevention program has been around for 14 years. The program does a lot of advocacy – staff members go to court, appointments, etc. with the young people.

Al Cunningham introduced Prado Gomez and Carla Clynes, who spoke about the prevention programs of Proyecto Contra SIDA Por Vida. Prado explained about how the program works – with a "holistic wellness model" and a harm reduction focus.

Proyecto also provides the following:
- Young men of color program
- Drop-in space to socialize (opens from noon through 9 or 10 PM)
- Working with young men to develop better negotiation and self esteem skills
- A lot of peer interaction

Carla Clynes gave an overview of the transgender program at Proyecto. The program provides the following:

- Single session support groups
- Community advanced (aka multiple session groups)
- Prevention case management
- Client advocacy
- Late night outreach (after 12:00 AM)
- One-on-one emotional support
- Collaboration with Neighborhood Health on Wheels (NHOW) providing HIV tests, STD screening, as well as hepatitis screening, and minor health problems

Steven Tierney thanked all the agencies and their presenters. He acknowledged the importance of hearing from prevention providers. He said that, in order for the Council to do better planning, we must be informed about services designed for specific communities.

Meeting adjourned at 5:45 PM
Minutes prepared by Betty Chan Lew, HIV Prevention Section.
Minutes reviewed by Tracey Packer and Michael Discepola.

Reminder: The next HPPC meeting will be held on Thursday, November 8, 2001, 3:00-6:00 PM at the Mayor's Conference Room (201) at City Hall.

DOCUMENTS DEPT.
NOV - 2 2001
SAN FRANCISCO
PUBLIC LIBRARY

HIV Prevention Planning Council Meeting

November 8, 2001

3:00 – 6:00 pm

Mayor's Conference Room (201) at City Hall
Van Ness at Grove, San Francisco

Agenda

Meeting called by Co-Chairs: Janetta Johnson, Michael Discepola, and Steven Tierney

3:00 pm	**Welcome to the New HPPC Members!** **Extended Introductions, Food, Announcements**	**Michael Discepola,** Community Co-Chair
3:25 pm	**Review and Approval of Minutes of October 11, 2001** ***VOTE***	**Michael Discepola**
3:30 pm	**General Public Comment**	**Michael Discepola**
3:40 pm	**Member Response to Public Comment**	**Michael Discepola**
3:45 pm	**HPPC Co-Chairs/Steering Committee Report** The Community Co-Chairs and the HIV Prevention Director will provide written reports of their activities, those of the Steering Committee, and those of the HIV Prevention Section. ***POSSIBLE VOTE*** *This agenda item relates to role #6 of community planning groups (CPG) in the CDC Guidance, "Identify the technical assistance needs of the community planning group and community-based providers in the areas of planning, implementation, and evaluating prevention interventions."*	**Michael Discepola**
3:50 pm	**HIV in San Francisco: A review of the epidemiology of HIV and AIDS-What is different about SF?** Willi McFarland will provide an overview of the HIV and AIDS cases in San Francisco. He will discuss how data is collected and analyzed. *This agenda item relates to role #3 of CPGs in the CDC Guidance, "Carefully review available epidemiologic, evaluation, behavioral and social science, cost and cost-effectiveness, needs assessment, and resource inventory data and other information required to identify and prioritize HIV prevention needs."*	**Willi McFarland,** Sero-Epidemiology and Surveillance Unit, San Francisco Department of Public Health AIDS Office
4:10 pm	**The HIV Prevention Planning Council Priority Setting Model** Tracey Packer, staff to the HPPC, will describe the priority setting model developed by the HPPC in 2000-2001 and implemented by the HIV Prevention Section through the 2001 Request for Proposals. *This agenda item relates to role #5 3 of CPGs in the CDC Guidance, "Prioritize HIV prevention needs by target populations and by priority strategies and interventions."*	**Tracey Packer,** HIV Prevention Section, SFDPH AIDS Office
4:20 pm	**"Strengthening HIV/AIDS and STD Prevention Through Use of Behavioral Data in Programmatic Decision Making"-Presentation of Results** *This agenda item relates to roles #2, 3, and 4 of CPGs in the CDC Guidance* • *Determine the technical assistance needs of the community planning group to enable it to execute an effective community planning process.* • *Carefully review available epidemiologic, evaluation, behavioral and social science, cost and cost-effectiveness, needs assessment, and resource inventory data and other information required to identify and prioritize HIV prevention needs.* • *Identify unmet HIV prevention needs within defined populations.*	**Valerie Rose & Susan Scheer,** HIV Prevention Section and Sero-Epidemiology and Surveillance Unit, SFDPH AIDS Office
4:45 pm	**BREAK**	

4:55 pm	**Findings from Needs Assessments: MST and Latino Immigrant MSM.** Dara Coan will present results from two needs assessments prioritized by the HPPC. *This agenda item relates to roles #2 and 3 of CPGs in the CDC Guidance: Determine the technical assistance needs of the community planning group to enable it to execute an effective community planning process, and, Carefully review available epidemiologic, evaluation, behavioral and social science, cost and cost-effectiveness, needs assessment, and resource inventory data and other information required to identify and prioritize HIV prevention needs.*	**Dara Coan,** Harder+Co.
5:20 pm	**Call for Nominations for the Community Co-Chair Position** Michael Discepola will complete his two-year term as Community Co-Chair at the end of December. Nominations for the new term (January 2002-December 2004) are due November 30. *This agenda item relates to role #1 of CPGs in the CDC Guidance: Elect a community co-chair to work with the co-chair designated by the health department.*	**Steven Tierney**
5:25 pm	**Community Planning Survey (in small groups)-Current Members** The Community Health Studies Group (CHSG) will work with members in small groups to complete a survey assessing accomplishment of the five core objectives. *This agenda item relates to roles 6, "Identify the technical assistance needs of the community planning group and community-based providers in the areas of planning, implementation, and evaluating, prevention interventions." and 7, " Assess how well the priorities outlined in the plan are represented in the health department's application to CDC for federal HIV prevention funds."*	**Community Health Studies Group**
5:25 pm	**Debriefing the Meeting-for New Members** HPPC Co-Chairs and HIV Prevention Section staff will meet with new members to answer questions and discuss the process of the meeting. *This agenda item relates to role 2, "Determine the technical assistance needs of the community planning group to enable it to execute an effective community planning process."*	**Co-Chairs /Staff**
5:55 pm	**Closure and Evaluation: How does the HPPC evaluate itself?** The Process Evaluation Team, Community Health Studies Group, will explain the methods used by the Council to ensure inclusion, representation, and parity. Members will take this time to complete the evaluation forms and submit them to the process evaluation team. *This agenda item relates to role 2, "Determine the technical assistance needs of the community planning group to enable it to execute an effective community planning process."*	**CHSG/ Michael Discepola**
6:00 pm	**Adjournment**	**Michael Discepola**

Note: All meetings are open to the public and are held in handicapped accessible facilities. Allotted time periods for agenda items are approximate and may require adjustments.

UPCOMING MEETINGS: HPPC Meeting - Thursday, **December 13**, 3-6pm, TBD

Know your rights under the Sunshine Ordinance: Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils, and other agencies of the city and county exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the sunshine ordinance or to report a violation of the ordinance, contact the Sunshine Ordinance Task Force. Rachel Arnstine O'Hara, Clerk, City Hall, Room 362, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102, Phone: 554-6172, Fax: 554-6177, E-Mail: Rachel_AmstineO'Hara@ci.sf.ca.us.
In order to assist with the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City accommodate these individuals.

HIV PREVENTION PLANNING COUNCIL

Action Minutes

November 8, 2001

The next HPPC meeting will be held on **Thursday, December 13, 2001**
3:00 - 6:00 p.m.
Mayor's Conference Room (201) at City Hall
San Francisco

Members Present:
Tae-Wol Stanley
Gwen Smith
Janetta Johnson
Deborah Oliver-Wilson
Steven Tierney
Steve Gibson
Ed Gallagher
J. Colin Partridge
Lyn Fischer
Robert Gomez
Edd Lee
Amber Gray
Jenn Kaufman
John Newmeyer
Michael Meehan
Maria Castillo
Rebecca Rodriguez
Paul Harkin
Chata Ashley
Ari Bachrach
Mike Schement
Erick Brown
Gayle Burns
Thomas Knoble
Hank Wilson
Marcel Miranda
Armel Crocker
Ken Pearce

Members Absent:
Al Cunningham
Michael Discepola
Gail Sanabria
Rev. Yvette Flunder
Teresa Betancourt
Patrick Stephens
Israel Nieves-Rivera

DPH/HPS Staff:
Jimmy Loyce, Jr.
Tracey Packer
Betty Chan Lew
Carla Clynes
Elizabeth Davis
Diane Robbins
Valerie Rose
Willi McFarland

Guests:
Tate Swindell
David Pasquarelli
Murray Muhammad
Michael Petrelis
Mike Shriver
Sharon Edwards

Process Evaluation Team:
Kathleen Roe
Kevin Roe

Harder + Co.:
Dara Coan
Willow Schrager

Meeting called to order at 3:15 PM.

Food, Welcome, Introductions, Announcements:
The meeting was chaired by Steven Tierney. Steven welcomed new members to their first Council meeting. Members, staff, and public introduced themselves.

Review and Approval of October 11 Minutes:
The minutes were approved by consensus.

DOCUMENTS DEPT.
DEC 14 2001
SAN FRANCISCO
PUBLIC LIBRARY

General Public Comment:
David Pasquarelli offered comments on quarantines.

Tate Swindell offered comments about rising HIV and syphilis infection rates among gay men in San Francisco.

Michael Petrelis offered comments on Tuskegee and syphilis reporting.

Member Response to Public Comment:
John Newmeyer, Edd Lee, and Steven Tierney responded to public comment.

Co-Chairs/Steering Committee Report:
Steven Tierney explained that the Steering Committee is working on a plan for the Council's meeting structure for next year. The current proposal is to hold Council meetings every other month and have committee meetings on the alternate months during the Council time slot, which is every second Thursday from 3-6 PM. Steven Tierney invited all the members to give their input to the Steering Committee. The next Steering Committee meeting is November 15 from 4:00-5:30 PM at the AIDS Office.

HIV in San Francisco: A review of the epidemiology of HIV and AIDS.
Dr. Willi McFarland from the AIDS Office gave an overview of HIV and AIDS cases in San Francisco. *Handouts are enclosed.*

The HIV Prevention Planning Council Priority Setting Model:
Tracey Packer presented HPPC priority setting model developed in 2000-2001 and implemented by the HIV Prevention Section through the 2001 Request for Proposals. There are four phases of the priority setting model. *Handouts are enclosed.*

"Strengthening HIV/AIDS and STD Prevention Through Use of Behavioral Data in Programmatic Decision Making" – Presentation of Results:
Valerie Rose, Susan Scheer, Willi McFarland, Kimberley Page-Shafer (CAPS), and Joyce Balls (CAPS) have been working on this study for the past two years. Valerie presented the results from the study and described how the HIV Prevention Planning Council members use behavioral data in decision making. The CDC funded three sites for this study - San Francisco, Texas, and Massachusetts. Valerie led an exercise with the Council members who had to make a hypothetical decision using different sources of information, similar to other HPPC decision making situations. *Handouts are enclosed.*

Findings from Needs Assessments: Men Who Have Sex With Transgendered Individuals:
Dara Coan and Willow Schrager presented the results of the needs assessment done with men who have sex with male to female Transgendered persons (MST). *Handouts are enclosed.*

HIV PREVENTION PLANNING COUNCIL
Action Minutes
November 8, 2001

Call for Nominations for the Community Co-Chair Position:

The HIV Prevention Planning Council (HPPC) is recruiting for candidates for the Community Co-Chair position. The term of this Community Co-Chair position is January 1, 2002 through December 31, 2003. An HPPC member becomes eligible to run for a Community Co-Chair seat six months after their first HPPC meeting at which they become a voting member. An HPPC member may nominate her or himself or another HPPC member. To submit a nomination, please send a letter of interest to Betty Chan Lew by e-mail: Betty_Chan_Lew@dph.sf.ca.us; fax: (415) 431-7547; or mail: AIDS Office, 25 Van Ness Avenue, Suite 500, San Francisco, CA 94102. The deadline for nominations is Friday, November 30, 2001 at 5:00 PM. In the letter of interest, please include the reason for nominating this candidate.

Community Planning Survey (in small groups) for Current Members/Debriefing the Meeting for New Members:

Kevin Roe and Kathleen Roe presented the results of the HPPC Community Planning Group (CPG) Zoomerang web based survey conducted with Council members. Thirteen seasoned members participated in this survey. Kathleen presented four themes that she pulled out from the survey that might help the members for discussion and they are as follows:

1. The desire to involve *more young people* in community planning
2. The difficulty of *engaging all community "shareholders"* and their expertise in the planning process
3. How to tackle the *cost-effectiveness* of prevention interventions
4. HPPC *members' pride* in their role in community planning

The seasoned members broke into three small groups to discuss issues 1 through 3 above. The fourth group was comprised of new members debriefed by the Prevention staff.

The groups came back together and discussed the out come of their discussions.

Group 1: Involving Youth

- Need to increase effort and support for young people
- Youth representatives could have two votes
- Takes time, staff effort, support

Group 2: Engaging Shareholders:

- Straight black men have not been as involved in HPPC as other groups
- Need to provide support recruitment focus

Group 3: Cost-Effectiveness:

- Cost effectiveness should not be sole criteria for prevention work; some strategies and interventions are expensive.
- Outcome measures - focus on what will decrease incidence.
- Need training in cost effectiveness models.

Meeting adjourned at 6:00 PM
Minutes prepared by Betty Chan Lew, HIV Prevention Section.
Minutes reviewed by Tracey Packer and Steven Tierney.

Reminder: The next HPPC meeting will be held on Thursday, December 13, 2001, 3:00-6:00 PM at the Mayor's Conference Room (201) at City Hall.

DOCUMENTS DEPT

DEC - 4 2001

SAN FRANCISCO
PUBLIC LIBRARY

HIV Prevention Planning Council Meeting

December 13, 2001

3:00 – 6:00 pm

Mayor's Conference Room (201) at City Hall
Van Ness at Grove, San Francisco

Agenda

Meeting called by Co-Chairs: Janetta Johnson, Michael Discepola, and Steven Tierney

3:00 pm	**Welcome, Introductions, Food, and Announcements**	Michael Discepola
3:15 pm	**Review and Approval of Minutes of November 8, 2001** *VOTE*	Michael Discepola
3:20 pm	**General Public Comment** Objective: To hear the comments of members of communities on matters relevant to Council business	Michael Discepola
3:30 pm	**Member Response to Public Comment**	Michael Discepola
3:35 pm	**HPPC Co-Chairs/Steering Committee Report** Objective: To ensure that HPPC members are aware of and understand the activities of the Community Co-Chairs, the HIV Prevention Director, the Steering Committee, and the HIV Prevention Section. *POSSIBLE VOTE* *This agenda item relates to role #6 of community planning groups in the CDC Guidance, "Identify the technical assistance needs of the community planning group and community-based providers in the areas of planning, implementation, and evaluating prevention interventions."*	Michael Discepola
3:55 pm	**New Business: Member Input to the Parking Lot** Objective: To ensure that important topics not addressed on the current agenda are listed for future placement on agendas. Members vote to add items to the Parking Lot. *POSSIBLE VOTE* *This agenda item relates to role #6 of community planning groups in the CDC Guidance, "Identify the technical assistance needs of the community planning group and community-based providers in the areas of planning, implementation, and evaluating prevention interventions."*	Michael Discepola
4:00 pm	**Public Health Prevention Strategies** Objective: There are various public health strategies used for disease control and prevention. Recently there has been a discussion in the press about quarantine as a public health method for disease control. The purpose of this presentation and discussion will be to understand quarantine and the relationship to HIV prevention. The Co-Chairs will put forth a motion to condemn quarantine in regards to HIV prevention. *VOTE*	Michael Discepola
4:15 pm	**Meeting Data Collection Requirements: History, Policy, Plans** **Names Reporting vs. Unique Identifier, CDC Process Evaluation Requirements, Counseling and Testing:** (Part 1) Objective: To understand federal, state, and local requirements for data collection in prevention programs and to hear about plans for meeting the requirements.	**Fred Dillon,** San Francisco AIDS Foundation **Sandy Schwarcz,** SFDPH Surveillance Section **HIV Prevention Section staff**
4:45 pm	**BREAK**	

4:55 pm	**Meeting Data Collection Requirements: History, Policy, Plans** (Part 2) – Discussion and Possible *Vote*	
5:10 pm	**Election of the Community Co-Chair** Objective: To elect a new Community Co-Chair for the term January 2002 to December 2003. *Role #1: Elect a community co-chair to work with the co-chair designated by the health department.*	**Michael Discepola**
5:20 pm	**Presentation of Acknowledgements for 2001 Work** Objective: To describe the accomplishments in 2001 achieved by the HPPC.	**Co-Chairs**
5:30 pm	**Presentation of 2002 Work for Council Approval - *Vote*** Objective: To discuss and approve the HPPC work for 2002.	**Michael Discepola**
5:45 pm	**Debrief Meeting for New Members (if time allows)** Objective: To provide an opportunity for new members to ask questions about the process of the HPPC.	
5:50 pm	**Closure and Evaluation** Objective: To evaluate the process of the meeting in relation to the 5 core objectives.	**Michael Discepola**
6:00 pm	**Adjournment**	**Michael Discepola**

Note: All meetings are open to the public and are held in handicapped accessible facilities. Allotted time periods for agenda items are approximate and may require adjustments.

UPCOMING MEETINGS: HPPC Meeting - Thursday, **January 10, 2002**, 3-6pm, TBD

Know your rights under the Sunshine Ordinance: Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils, and other agencies of the city and county exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the sunshine ordinance or to report a violation of the ordinance, contact the Sunshine Ordinance Task Force. Rachel Amstine O'Hara, Clerk, City Hall, Room 362, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102, Phone: 554-6172, Fax: 554-6177, E-Mail: Rachel_AmstineO'Hara@ci.sf.ca.us.

In order to assist with the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City accommodate these individuals.

HIV PREVENTION PLANNING COUNCIL

Action Minutes

December 13, 2001

The next HPPC meeting will be held on **Thursday, January 10, 2002**
3:00 - 6:00 p.m.
Mayor's Conference Room (201) at City Hall
San Francisco

Members Present:
Tae-Wol Stanley
Gwen Smith
Janetta Johnson
Al Cunningham
Steven Tierney
Gail Sanabria
Ed Gallagher
J. Colin Partridge
Lyn Fischer
Robert Gomez
Edd Lee
Teresa Betancourt
Jenn Kaufman
Israel Nieves-Rivera
Gayle Burns
Maria Castillo
Rebecca Rodriguez
Paul Harkin
Chata Ashley
Ari Bachrach
Michael Discepola
Erick Brown
Thomas Knoble
Hank Wilson
Marcel Miranda
Armel Crocker

Members Absent:
Deborah Oliver-Wilson
Mike Schement
Steve Gibson
Rev. Yvette Flunder
Amber Gray
Patrick Stephens
Michael Meehan
John Newmeyer
Ken Pearce

DPH/HPS Staff:
Lisa Reyes
Tracey Packer
Betty Chan Lew
Eileen Loughran
John Pabustan
Erik Dubon
Teri Dowling

Guests:
Tomas Rodriguez, CDC
Harold Rasmussen, State Office of
Bob Baxter, State Office of AIDS
Murray Muhammad
Matthew Bajko

Process Evaluation Team:
Kathleen Roe
Kevin Roe

Harder + Co.:
Dara Coan

Meeting called to order at 3:15 PM.

Food, Welcome, Introductions, Announcements:
The meeting was chaired by Michael Discepola. Michael welcomed all members and new members to their second Council meeting. Members, staff, and public introduced themselves.

Teresa Betancourt announced the annual children's Christmas party at Mission Neighborhood Health Center, 240 Shotwell (at 16th Street). It will be Saturday, December 15 at 10:00 AM. She asked for any donations and volunteers.

John Newmeyer, Deobrah Oliver-Wilson, and Steven Gibson were unable to attend the meeting today.

Review and Approval of November 8 Minutes:
The minutes were approved with two abstentions.

General Public Comment:
None

Member Response to Public Comment:
N/A

DOCUMENTS DEPT
JAN 17 2002
SAN FRANCISCO
PUBLIC LIBRARY

Co-Chairs/Steering Committee Report:
Steven Tierney thanked the Council members for their hard work this year.

Steven updated the Council members on the budget issues that might impact on HIV prevention services. Due to the energy crisis earlier this year, Governor Gray Davis cut 10% of the HIV prevention funding. The City of San Francisco general fund is facing a deficit due to shortage from local hotel and tourist taxes. The Health Department may be impacted by as much as a 10% cut in funding in fiscal year July 1, 2002 through June 30, 2003. Also, subsequent to September 11, the Centers for Disease Control and Prevention are facing a deficit. The CDC notified the HIV Prevention Section that unobligated funds from the last two years will be used to award base funding in each jurisdiction. This means a loss of approximately $1,031,000 from CDC in addition to reductions in State and general fund cuts.

Steven Tierney introduced Harold Rasmussen, Chief of Education and Prevention for California Office of AIDS. His office has four sections. They are: 1) counseling and testing, 2) community prevention (where the statewide planning group is housed), 3) prevention research and evaluation and 4) policy development. Harold gave an update on the future directions of the Education and Prevention Section. One of the top priorities for next year for his office is to administer prevention for positives programs. Harold encourages HPPC members to attend the Statewide Planning Group meetings and to join committees. Finally, he introduced Steven Tierney as the newly elected Co-Chair of Statewide Planning Group.
Note: The California HIV Planning Group meets August 26 and 27 in San Francisco.

Hank Wilson requested the State Office of AIDS to put out educational materials on poppers.

Israel Nieves-Rivera noted the importance of developing programs for men of color based on cultural values.

Michael Discepola announced the release of the condensed version of the 2001 San Francisco HIV Prevention Plan. There will be a press conference for its release on January 9, 2002 at 11:00 am at 101 Grove Street, Room 300. Michael encouraged members to attend.

HIV PREVENTION PLANNING COUNCIL
Action Minutes
December 13, 2001

New Business: Member Input to the Parking Lot:
Lyn Fischer requested to see the Parking Lot list. The Prevention Section will e-mail it to the members.

Hank Wilson asked if there was a proposal to have a Research Committee. The answer is yes.

Hank Wilson requested a presentation or a report be presented to the Council members on the needs assessment of the Latino MSM research conducted by Harder and Co. This request will be discussed at the next Steering Committee. Tracey noted that the results were published in the 2001 San Francisco HIV Prevention Plan.

Public Health Prevention Strategies:
Recently there has been a discussion in the press about quarantine as a public health method for disease control. The purpose of this discussion was to understand quarantine and the relationship to HIV prevention. There was a motion made by the HPPC Co-Chairs not to support quarantine as a strategy in the effort to prevent the transmission of HIV. (**Motion:** The San Francisco HIV Prevention Planning Council does not support quarantine as a strategy in the effort to prevent the transmission of HIV. The HIV Prevention Planning Council, as stated in its 2001 HIV Prevention Plan, supports the ongoing funding and support of education, harm reduction, and environmental/structural approaches to HIV prevention.) The motion was seconded by Al Cunningham. Motion passed by consensus.

Meeting Data Collection Requirements: History, Policy, Plans:
Fred Dillon, Policy Director from the San Francisco AIDS Foundation and Sandy Schwarcz, Director of AIDS Surveillance for the AIDS Office, gave a presentation on names reporting vs unique identifier reporting. Handouts are enclosed.

Election of the Community Co-Chair:
Edd Lee and and Robert Gomez were the two candidates for the Community Co-Chair position. Edd and Robert had a chance to tell the Council what they would bring to the Co-Chair position. Edd Lee was elected as the new Community Co-Chair. Congratulations Edd! Thank you Robert!

Presentation of Acknowledgements for 2001 Work:
Michael Discepola went over the accomplishments of the 2001 HIV Prevention Planning Council. Seasoned members were given certificates of appreciation for their work for 2001. Since this was Michael Discepola's last meeting as a Community Co-Chair, the Council gave him a plaque for his leadership.

Presentation of 2002 Work for Council Approval:
The handout for Proposed 2002 Scope of Work for HPPC is enclosed. The Council approved the 2002 scope of work.

Meeting adjourned at 6:00 PM
Minutes prepared by Betty Chan Lew, HIV Prevention Section.
Minutes reviewed by Tracey Packer and Michael Discepola.

Reminder: The next HPPC meeting will be held on Thursday, January 10, 2002, 3:00-6:00 PM at the Mayor's Conference Room (201) at City Hall.